



**Board of Education - Regular Meeting
District Office
1936 Green Bay Rd.
Highland Park, IL 60035**

Tuesday, February 21, 2023 6:00 PM

Agenda

Mission Statement

The mission of North Shore School District 112, a community partnership committed to a world-class education, is to nurture every child to become an inspired learner, a well-rounded individual and contributing member of a global community by striving for excellence within an environment that fosters innovation, respect, engagement and intellectual inquiry

LIVE STREAMING - To watch the live stream or the recorded Board Meeting, please visit our Vimeo page at <https://vimeo.com/user133899354>

1. Call to Order/Roll Call (6:00 pm)
2. Pledge of Allegiance
3. Approval of Agenda
4. Adjourn to Closed Session (Policy 2:220) - Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2 (c)(8)
5. Reconvene to Open Session (7:00 pm)
6. Superintendent Report
7. Information & Presentations
 - a. School Presentation - Indian Trail Elementary (Policy 1:10)
 - b. Review Safety & Security Audit Report (Policy 4:170 & 4:190)
 - c. Recommendation to Renew Lease Ravinia Nursery School (Policy 4:60)
 - d. TrueNorth Strategic Plan Update (Policy 1:20 & 6:120)
 - e. Freedom of Information Act Requests (Policy 2:250)
8. Public Comments Related to Matters on the Agenda (Policy 2:230) *The Board welcomes comments and gives them serious consideration. The first community participation is solely for comments about matters on this agenda. Comments are limited to three minutes per speaker and will become part of the public record.*
9. Action Items
 - a. Consent Agenda (Policy 2:220)
 - i. Approval of Meeting Minutes (Policy 2:220)

1. Regular Meeting Minutes - January 17, 2023
2. Closed Session Minutes - January 17, 2023
3. Special Meeting Minutes - January 19, 2023
4. Closed Session Minutes - January 19, 2023
5. Special Meeting Minutes - January 31, 2023
6. Closed Session Meeting Minutes - January 31, 2023
7. Special Meeting Minutes - February 7, 2023
8. Closed Session Minutes - February 7, 2023
9. Committee of the Whole Minutes - February 7, 2023
- ii. Personnel Recommendations: Employment, Resignation, Retirement & Leave of Absence (Policy 5:30)
- iii. Bill List (Policy 4:50)
- iv. Treasurer's Report - January 2023 (Policy 4:80)
- v. Destruction of Closed Session Recordings - 8/10/21 & 8/24/21 (Policy 2:220)
- vi. Recommendation to Accept Donations (Policy 8:80)
- vii. Request to Dispose, Sell or Recycle Surplus Items (Policy 4:80)
- b. Adopt Board Policy Updates (Policy 2:240) - 2:100 Board Member Conflict of Interest, 2:105, Ethics and Gift Ban, 2:150 Committees, 2:210, Organizational School Board Meeting, 2:250 Access to District Public Records, 2:265 Title IX Sexual Harassment Grievance Procedure, 3:10 Goals and Objectives, 4:10 Fiscal and Business Management, 4:55 Use of Credit and Procurement Cards, 4:140 Waiver of Student Fees, 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors, 5:20 Workplace Harassment Prohibited, 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest, 5:170 Copyright, 5:190 Teacher Qualifications, 5:190 Teacher Qualifications,, 5:220 Substitute Teachers, 5:250 Leaves of Absence, 5:260 Student Teachers, 5:280 Duties and Qualifications, 5:320 Evaluation, 5:330 Sick Days, Vacation, Holidays, and Leaves, 6:15 School Accountability, 6:20 School Year Calendar and Day, 6:50 School Wellness, 6:60 Curriculum Content, 6:65 Student Social and Emotional Development, 6:130 Program for the Gifted, 6:250 Community Resource Persons and Volunteers, 6:255 Assemblies and Ceremonies, 6:260 Complaints About Curriculum, Instructional Materials, and Programs, 6:270 Guidance and Counseling Program, 6:340 Student Testing and Assessment Program, 7:50 School Admissions and Student Transfers To and From Non-District Schools, 7:70 Attendance and Truancy, 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students, 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment, 7:250 Student Support Services, 7:285 Anaphylaxis Prevention, Response, and Management Program, 7:290 Suicide and Depression Awareness and Prevention, 7:340 Student Records
- c. Approve 2023-24 Student Fees Recommendation (Policy 4:140)
- d. Approve Bid Award - Bid Package 02A Demolition Work at Ravinia (Policy 4:160)
- e. Approve Wight Project Authorization for Braeside, Wayne Thomas & Sherwood (Policy 4:150)
- f. Approve Memorandum of Agreement - IEPA/IL Historic Preservation Officer

Regarding Alterations and New Construction to Ravina Elementary School(Policy 4:160)

- g. Resolution 230221 Setting a Hearing to Discuss an Interfund Transfer from the Educational Fund to the Operations and Maintenance Fund
- 10. Public Comments
- 11. Committee Reports (Policy 2:150)
- 12. Board/Superintendent Other
- 13. Closed Session (Policy 2:200)
 - a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity
 - b. Litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
 - c. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
 - d. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)
 - e. Discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2(c)(5)
- 14. Adjournment



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NORTH SHORE
SCHOOL DISTRICT 112

Superintendent's Report

February 21, 2023
Board of Education



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NORTH SHORE
SCHOOL DISTRICT 112

National Conference on Education - AASA



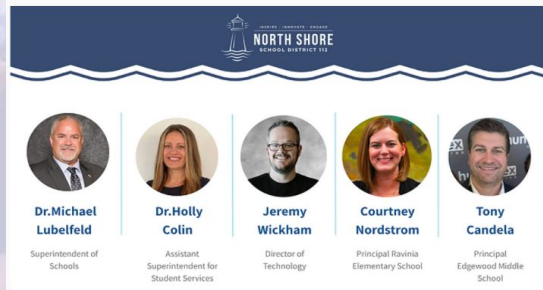
LIVE WELL.
LEAD WELL.



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NORTH SHORE
SCHOOL DISTRICT 112

Lake County Safety Conference



Lunch Keynote speaker

LESSONS LEARNED: HIGHLAND PARK PARADE SHOOTING IMPACT ON SCHOOL SYSTEM

On July 4, 2022, at the Independence Day Parade, innocence was shattered in the north suburban town of Highland Park, Illinois when a gunman shot dozens of people and killed several others.

Members of the local school district leadership team sprung into action minutes after the shooting organizing counseling, outreach, support, communication, summer school, and trauma informed support for students, staff, and community. Learn the behind the scenes story and lessons learned from the North Shore School District 112 administrators about the impact on the school system from a mass shooting, violent critical incident, in a formerly sleepy suburban town.



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SCHOOL DISTRICT 112

Institute Day Information

- Orange Frog training, Fierce Conversations and Kagan Overview for Paraprofessionals
- Kagan Cooperative Learning Day 2 training for Teachers
- Kagan Cooperative Learning for Social Emotional Learning for Teachers
- LETRS Training for Early Childhood Teachers
- Safe2Help training and Legal Review for Social Workers and Psychologists



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SCHOOL DISTRICT 112

Enrollment Snapshot

***Kindergarten
as of 2/21/23
Pre-Registration**

Grade	Current 2022-2023	Projected 2023-2024
K	365	238*
1	408	365
2	421	408
3	396	421
4	394	396
5	387	394
6	420	387
7	380	420
8	422	380



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SCHOOL DISTRICT 112

Water Testing Update

Recap

Testing January 5, 2023 - Winter Break
(11 day of stagnant water/no usage)
Tests sent to lab January 6
Test results returned to lab January 20
Test results returned to District February
Learned at 4pm -Communications at 7pm
Consulted with Environmental Scientist
Action Plan Developed & Communicated

Follow Up

Re-Test on Monday, February 13
Test results take up to two weeks
Awaiting results
Will communicate upon receipt of results
- **ETA February 28, 2023**



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NORTH SHORE
SCHOOL DISTRICT 112

5Essentials Survey

Please Complete

Student Teacher **Parent**

School	Total # respondents	Started but did not complete	Completed	Overall response rate
<u>Braeside Elem School</u>	267	4	67	27%
Edgewood Middle School	676	6	42	7%
Green Bay School	233	1	7	3%
Indian Trail Elem School-Highland Park	464	5	41	10%
Northwood Jr High School	525	3	26	6%
Oak Terrace Elem School	373	3	36	10%
Ravinia Elem School	257	4	27	12%
Red Oak Elem School	212	3	24	13%
Sherwood Elem School	381	5	63	18%
Wayne Thomas Elem School	370	8	48	15%

UCHICAGOImpact

School Surveys

Welcome!

2022-23 Illinois 5Essentials Survey

To take the survey, click on the appropriate button below.

Let's get started!

Parent Survey

Start here (English)

**Empieza aquí (Español-
Latinoamérica)**



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SCHOOL DISTRICT 112

Rotary Club- Shelterbox



ShelterBox Donation February 2023

Additional Donations Encouraged to Benefit More Victims

HIGHLAND PARK/HIGHWOOD, IL (February 20, 2023): The Highland Park/Highwood Rotary Club Board of Directors authorized a donation of \$5,000 for five ShelterBoxes for the people impacted in Turkey and Syria due to recent earthquakes. The Rotary/Shelterbox partnership began in 2012 and remains the only disaster relief charity.

Each Shelterbox costs \$1,000, and they can provide safe shelter, clean water, cooking supplies, and more for a family for weeks or even months. "



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SCHOOL DISTRICT 112

Administration - New Address



- **District 112 Administration**
445 Sheridan Road
Highwood, IL 60040
224-765-3000
- **Board of Education meetings**
will remain at Green Bay School
for now.



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NORTH SHORE
SCHOOL DISTRICT 112

Edgewood Opens April 3

**Click image
for video**





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NORTH SHORE
SCHOOL DISTRICT 112

Farewell to Nicholas

*Thank you and farewell to our Director of
Communications Nicholas Glenn!
His journey continues as a local government
communications specialist.
We thank him and we will miss him!*

The background features several abstract blue watercolor shapes. In the top left, there are two overlapping circular shapes. In the bottom left, there is a cluster of small, dark blue splatters. On the right side, there are several thin, curved, concentric lines and a larger, lighter blue shape at the bottom right.

Indian Trail School Board Presentation

February 21, 2023

Building School Leaders & Belonging



Meet The Tigers



Dylan
5th Grade



Rose
5th Grade

Meet The Tigers

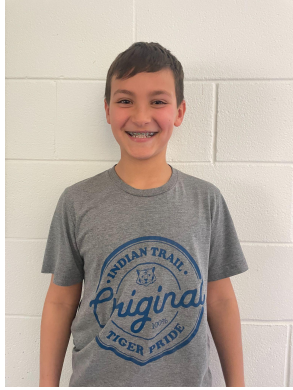


Scarlett
4th Grade



Logan
4th Grade

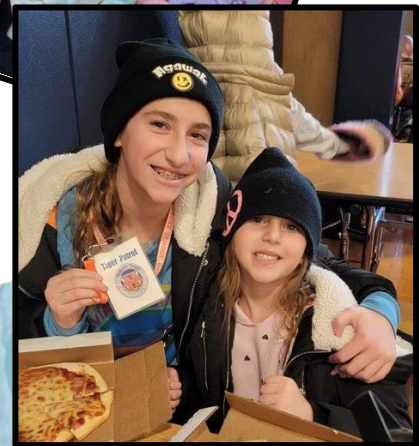
Meet The Tigers



Eli
3rd Grade



Alexa
3rd Grade





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NORTH SHORE
SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Review Safety and Security Audit Report

Policy Alignment: Policy 4:170 & 4:190

Disposition: Information

Executive Summary:

On June 14, 2022, North Shore School District 112 approved a security audit of its 10 schools to be conducted by Facility Engineering Associates, P.C. (FEA). FEA is a specialty consulting firm founded in 1992 to provide support to owners and managers of existing facilities. FEA has assessed over one billion square feet of facilities, and each year the company assesses tens of millions of square feet of government, education, and commercial facilities.

FEA has performed Physical Security Vulnerability Assessments of each of our 10 schools. The assessments fall into four main categories: deterrence, detection, delay, and response. FEA has issued final reports, including findings, relevant photographs, and prioritized recommendations, to NSSD 112.

FEA will brief the Board regarding its Physical Security Vulnerability Assessments in both regular and closed sessions on February 21.

Recommendation: Information

School Security Assessments

North Shore School District 112
02/21/2023





Experience & Background

Paul Timm, PSP

- Physical Security Professional
- Author – “School Security”

Randy Braverman

- Illinois Terrorism Task Force
- Former SRO, Security Director
- ITAG FBI Committee





Assessment Methodology / Process

- Deterrence, Detection, Delay, Response
- Door Hardware Audits
- Design Input
- Operational Visits





Findings & Recommendations

- Communications
 - Telephones / PA
- Access Control
 - Electronic

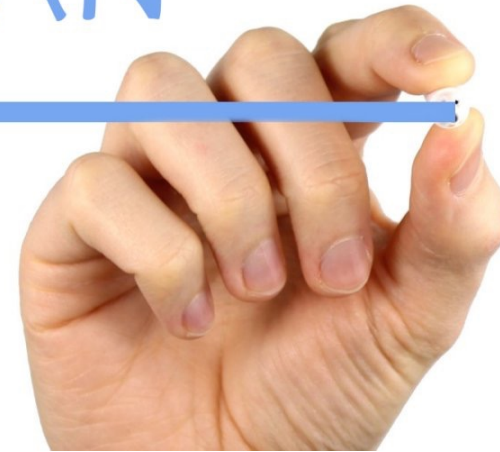




Emergency Preparedness

- Flip Chart
- Emergency Plans
- Training
 - A. Maintenance
 - B. Secretaries
 - C. Custodians
 - D. Incident Command System (ICS)

EMERGENCY
PLAN





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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Recommendation to Renew 2023-24 Ravinia Nursery School Ground
Lease Agreement

Policy Alignment: Policy 4:60 Purchase and Contract

Disposition: Information

Executive Summary:

The District has received a letter from Ravinia Nursery School requesting to renew their current lease, due to expire June 30, 2023, for an additional one-year term. All language of the current lease remains the same as follows:

- The lease agreement will be for a one-year term from July 1, 2023, and will be terminated on June 30, 2024.
- Lessee shall notify Lessor by April 1, 2024, if it wishes to renew the lease, and the lease shall not automatically renew.
- Lessee shall pay the Lessor an annual rent of \$400 plus the equivalent of two full-time students' tuition payments in monetary funds. The 2022-23 School Year tuition for two full-time students was \$11,040.

Subject to review and discussion of the current lease agreement by the District's Board of Education, the administration will recommend at the March 14, 2023 Board Meeting that the Board approves a one-year term lease agreement, without executing reversionary rights, for the continued use of District property by Ravinia Nursery School.

Recommendation: Information



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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: TrueNorth Strategic Plan Video
Disposition: Information

Executive Summary:

The Leadership Team of TrueNorth Cooperative District 804 approved its five-year Strategic Plan (2023-2028) on February 8, 2023. A video highlighting the cooperative's Strategic Plan will be shared at the February 21, 2023 Regular Meeting.

Link to Video

<https://vimeo.com/797079286>

Link to Full Strategic Plan Booklet

<https://www.truenorth804.org/cms/lib/IL50000460/Centricity/Domain/205/TN%20Strategic%20Plan%202023.pdf>

Recommendation:

Information



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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: FOIA Requests
Policy Alignment: Policy 2:250-Access to Public Records
Disposition: Information

Executive Summary:

Board Policy 2:250 Access to Public Records requires the Superintendent or designee(s) to report to the Board any Freedom of Information (FOIA) requests and the status of the District's response at each regular Board meeting.

The following is a summary of recent requests the District received under the Freedom of Information Act:

- A request was made on January 26, 2023, by Illinois Retired Teacher Association for list of retiring certified staff. The District responded to the request on January 30, 2023.
- A request was made on January 25, 2023 by Local Labs for pay rate data for teachers. The District responded to the request on February 1, 2023.

Recommendation:

Information



**Board of Education Regular Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

January 17, 2023

Open Session Minutes

*This meeting was streamed live and can be accessed online at
<https://vimeo.com/user133899354>*

Call to Order, Roll Call

President Brunk called the meeting to order at 7:01 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Adam Kornblatt, Bennett Lasko

Members Absent

None

Administrators Present:

Dr. Michael Lubelfeld, Superintendent
Dr. Monica Schroeder, Deputy Superintendent
Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning
Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations
Dr. Holly Colin, Assistant Superintendent for Student Services
Mr. Nicholas Glenn, Director of Communications

Approval of Agenda

President Brunk asked for a motion to approve the agenda as presented. Mr. Lasko moved, and Mr. Kornblatt seconded the motion. Upon a voice vote, the agenda was unanimously approved.

Pledge of Allegiance

President Brunk led the Pledge of Allegiance.

Superintendent Report

- Dr. Lubelfeld congratulated Ms. Colleen Goodrich, Associate Principal at Wayne Thomas, for being named the 2023 Assistant Principal of the Year by the Illinois Principal Association Lake Division. He also recognized District 112 principals Mr. Candella, Mr. Rodrigo, and Ms. Nordstrom for being nominated for Principal of the Year.
- The 112 Education Foundation will hold the annual iRead kick-off on Saturday, January 21, at the Highland Park Public Library. Families are encouraged to attend and participate in the readathon event.

- The District 112 Dual Language Information Night will be held on January 24 at 6:30 at Northwood. The event will provide interested incoming kindergarten parents with information on the dual language program and registration process.
- On February 1, pre-registration for all incoming kindergarten students will begin, and applications for dual language will open.
- Dr. Lubelfeld shared the logistics for the start of Phase 2 school renovations.
 - The District office will move to its new location at 445 Sheridan Rd. in Highwood and be open for visitors beginning February 13. Board meetings will remain at Green Bay, at least through spring break.
 - Plans are for the Edgewood students and staff to move from the Elm Place building to the new Edgewood building after spring break in early April. Once vacated, the Elm Place building will be converted into an elementary swing site and prepared to receive Indian Trail students in the fall.
 - The preschool will remain in Green Bay until June and then be moved to Lincoln. Green Bay will be prepared as an elementary school swing site for Ravinia students by fall.
 - The contents of the District warehouse located in the Indian Trail parking lot will begin being relocated offsite in preparation for the transformation into the District's Central Production Kitchen.

School Presentation - Sherwood Elementary School

Sherwood students shared how Panda STARS, a positive behavior intervention and support program, is helping them feel empowered and improving school culture. The students talked about helping with the day-to-day operations and their pride in helping with recycling collection, lunchroom duties, bus safety, and classroom preparation. Each quarter, new STAR captains are selected as leaders. Students have formed special relationships through the 5th Grade buddy program, which pairs 5th-grade students with younger kindergarten students. A video was shared featuring Sherwood students, staff, and parents speaking about the success of the Panda STARS program.

Recognition of National Board Certification - Sara Gillette

The Board and administration recognized and congratulated Sara Gillette, Ravinia's Music Teacher, for completing the National Board recertification process. Achieving National Board Certification is a rigorous process and is the highest level of certification for teachers. Dr. Lubelfeld thanked her for her dedication to the students of District 112.

Teaching & Learning Update - Fall/Winter MAP Assessments

Dr. Ryan presented fall to winter MAP student growth and achievement data for math and reading using ECRA, an analytical tool. Dr. Ryan discussed the assessment data disaggregated by schools, grade levels, and student groups.

First Reading Policy Updates

The Policy Committee met on January 9 to review policy updates recommended by the Illinois Association of School Board PRESS service. Mr. Lasko reported that most of the recommended updates were based on changes in the law and regulations. The Committee also reviewed several policies as part of the periodic review cycle. Based on the Committee's

recommendations, draft updates to the following policies were presented to the Board for review and discussion: *Board Member Conflict of Interest, 2:105 Ethics and Gift Ban, 2:150 Committees, 2:210 Organizational School Board Meeting, 2:250 Access to District Public Records, 2:265 Title IX Sexual Harassment Grievance Procedure, 3:10 Goals and Objectives, 4:10 Fiscal and Business Management, 4:55 Use of Credit and Procurement Cards, 4:140 Waiver of Student Fees, 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors, 5:20 Workplace Harassment Prohibited, 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest, 5:170 Copyright, 5:190 Teacher Qualifications, 5:190 Teacher Qualifications,, 5:220 Substitute Teachers, 5:250 Leaves of Absence, 5:260 Student Teachers, 5:280 Duties and Qualifications, 5:320 Evaluation, 5:330 Sick Days, Vacation, Holidays, and Leaves, 6:15 School Accountability, 6:20 School Year Calendar and Day, 6:50 School Wellness, 6:60 Curriculum Content, 6:65 Student Social and Emotional Development, 6:130 Program for the Gifted, 6:250 Community Resource Persons and Volunteers, 6:255 Assemblies and Ceremonies, 6:260 Complaints About Curriculum, Instructional Materials, and Programs, 6:270 Guidance and Counseling Program, 6:340 Student Testing and Assessment Program, 7:50 School Admissions and Student Transfers To and From Non-District Schools, 7:70 Attendance and Truancy, 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students, 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment, 7:250 Student Support Services, 7:285 Anaphylaxis Prevention, Response, and Management Program, 7:290 Suicide and Depression Awareness and Prevention, 7:340 Student Records*

The Board will be asked to approve final drafts at the February 21 Regular meeting.

Freedom of Information Requests

The Board was informed of the following request the District received under the Freedom of Information Act:

- A request was made on January 11, 2023, by Jennifer Schonebaum from Denver Public Schools for a copy of the superintendent's contract. The District responded to the request on January 11, 2023.

Public Comments Related to Matters on the Agenda

None

Consent Agenda

The Board utilizes a consent agenda for various routine action items, which allows the Board to approve items in a single motion unless the Board or the Superintendent requests otherwise. The following items were presented to the Board for approval as part of the Consent Agenda:

- Regular Meeting Minutes - December 13, 2022
- Closed Session Meeting Minutes - December 13, 2022
- Personnel Recommendations
- Bill List
- Treasurer's Report - December 2022
- Destruction of Closed Session Recordings from July 20, 2021

President Brunk asked for a motion to approve the consent agenda, as presented. Mr. Jenks moved, and Mr. Kornblatt seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Approve Lease Agreement for Warehouse Space

The District's warehouse located within the Indian Trail parking lot, will be converted into the District's Central Production Kitchen as part of Phase 2 renovations. New warehouse space is needed for the contents of the warehouse and for the furniture that will be removed from the other buildings during renovations. An appropriate size warehouse has been located in Buffalo Grove, and an initial 18-month lease has been negotiated for approximately \$150,000 plus utilities. President Brunk asked for a motion to approve the warehouse lease, as presented. Mr. Lasko moved, and Ms. Hirsh seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Approve District Management Group Agreement - K-2 ELA Monolingual Breakthrough Teams

Last year, the District participated in the DM Breakthrough Teams pilot for K-5 dual language teachers at Red Oak and Oak Terrace, which had positive outcomes for teachers and students. The Breakthrough teams were supported by a dedicated DM Group coach that helped the grade-level team use data more effectively to plan instruction. With the pilot's success, the administration plans to roll out the intensive support model with a focus on early foundation skills to K-2 teachers at Braeside, Indian Trail, Ravinia, Sherwood, and Wayne Thomas. The proposal covers work with 15 teams for ten weeks for \$187,500. President Brunk asked for a motion to approve the DM Group Agreement, as presented. Ms. Itkin moved, and Mr. Kessler seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

Public Comments

There were no comments.

Committee/Liaison Reports.

- **City of HP Human Relations Committee** - Ms. Hirsh reported that the Martin Luther King Jr. Day of Service was an awesome event and well attended.
- **Policy Committee** - The Policy Committee met on January 10 to review the recommended policy updates as discussed earlier on the agenda.
- **Finance Committee** - The Finance Committee will meet on January 19 to discuss next year's student fees and 5-year projections.
- **112 Education Foundation** - The iRead kick-off will take place on January 21.

Board/Superintendent Other

- Dr. Lubelfeld encouraged parents who want to get more involved with their school to reach out to their PTO.

- Families are asked to help spread the word about the upcoming kindergarten registration with their neighbors and friends. Early registration helps determine staffing needs.

Adjourn to Closed Session

President Brunk asked for a motion to adjourn to closed session to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2 (c)(1)
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
- The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)

Mr. Jenks moved and Mr. Lasko seconded the motion to adjourn to closed session. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 8:43 p.m

Reconvene to Open Session

The Board reconvened to open session at 11:10 p.m.

Adjournment

President Brunk asked for a motion to adjourn the regular meeting. Mr. Jenks moved and Mr. Kornblatt seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 11:10 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: February 21, 2023



**Board of Education Special Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

January 19, 2023

Open Session Minutes

Call to Order, Roll Call

President Brunk called the meeting to order at 6:03 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Bennett Lasko

Members Absent

Adam Kornblatt

Administrators Present:

Dr. Michael Lubelfeld, Superintendent

Dr. Monica Schroeder, Deputy Superintendent

Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning

Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations

Dr. Holly Colin, Assistant Superintendent for Student Services

Approval of Agenda

President Brunk asked for a motion to approve the agenda as presented. Mr. Jenks moved and Ms. Hirsh seconded the motion. Upon a voice vote, the agenda was unanimously approved.

Pledge of Allegiance

President Brunk led the Pledge of Allegiance.

Adjourn to Closed Session

President Brunk asked for a motion to adjourn to closed session to discuss a student disciplinary case 5 ILCS 120/2(c)(9). Mr. Jenks moved and Ms. Hirsh seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 6:05 p.m.

Reconvene to Open Session

The Board reconvened to open session at 6:45 p.m.

Public Comments

There were no comments.

Determination of Discipline Student 2023-1

In closed session, the Board reviewed and discussed the Hearing Officer's report from the Expulsion Hearing conducted on January 18, 2023, for student 2023-1. Based on the findings, President Brunk asked for a motion to approve the expulsion of student 2023-1 from District 112 for the remainder of the 2022-23 school year and for the 2023-24 school year with the administration tracking the progress of the student and directing supportive resources to the family. Mr. Lasko moved and Ms. Hirsh seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Adjourn to Closed Session

President Brunk asked for a motion to adjourn to closed session to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2 (c)(1)
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

Ms. Hirsh moved and Mr. Lasko seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 6:49 p.m.

Reconvene to Open Session

The Board reconvened to open session at 7:11 p.m.

Adjournment

President Brunk asked for a motion to adjourn the Special meeting. Mr. Jenks moved and Ms. Hirsh seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 7:11 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: February 21, 2023



**Board of Education Special Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

January 31, 2023

Open Session Minutes

Call to Order, Roll Call

Vice President Hirsh called the meeting to order at 6:02 p.m.

Members Present:

Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Bennett Lasko

Members Absent

Alexander Brunk, Adam Kornblatt

Administrators Present:

Dr. Michael Lubelfeld, Superintendent

Dr. Monica Schroeder, Deputy Superintendent

Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning

Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations

Dr. Holly Colin, Assistant Superintendent for Student Services

Approval of Agenda

Vice President Hirsh asked for a motion to approve the agenda as presented. Mr. Kessler moved and Mr. Jenks seconded the motion. Upon a voice vote, the agenda was unanimously approved.

Public Comments

There were no comments.

Adjourn to Closed Session

Vice President Hirsh asked for a motion to adjourn to closed session to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2). Mr. Kessler moved and Mr. Jenks seconded the motion. President Brunk requested a roll call vote:

AYES: Hirsh, Itkin, Jenks, Kessler, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 6:03 p.m.

Reconvene to Open Session

The Board reconvened to open session at 6:43 p.m.

Adjournment

Vice Present Hirsh asked for a motion to adjourn the Special meeting. Mr. Lasko moved and Ms. Hirsh seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 6:44 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: February 21, 2023



**Board of Education Special Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

February 7, 2023

Open Session Minutes

Call to Order, Roll Call

President Brunk called the meeting to order at 6:33 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Dan Jenks, Art Kessler, Bennett Lasko

Members Absent

Melissa Itkin, Adam Kornblatt

Administrators Present:

Dr. Michael Lubelfeld, Superintendent

Dr. Monica Schroeder, Deputy Superintendent

Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning

Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations

Dr. Holly Colin, Assistant Superintendent for Student Services

Approval of Agenda

President Brunk asked for a motion to approve the agenda as presented. Mr. Jenks moved and Lasko seconded the motion. Upon a voice vote, the agenda was unanimously approved.

Public Comments

There we no comments.

Adjourn to Closed Session

President Brunk asked for a motion to adjourn to closed session to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2(c)(5)

Mr. Jenks moved and Mr. Kessler seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Jenks, Kessler, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 6:35 p.m.

Reconvene to Open Session

The Board reconvened to open session at 7:06 p.m.

Adjournment

President Brunk asked for a motion to adjourn the Special meeting. Mr. Jenks moved and Mr. Kessler seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 7:06 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: February 21, 2023



**Board of Education Committee of the Whole Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

February 7, 2023

Open Session Minutes

Call to Order, Roll Call

President Brunk called the meeting to order at 7:09 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Bennett Lasko

Members Absent

Adam Kornblatt

Administrators Present:

Dr. Michael Lubelfeld, Superintendent

Dr. Monica Schroeder, Deputy Superintendent

Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning

Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations

Dr. Holly Colin, Assistant Superintendent for Student Services

Mr. Nicholas Glenn, Director of Communications

Dr. Leah Kimmelman, Director of Curriculum and Instruction

Ms. Lexi Robinson, Learning Coordinator

Pledge of Allegiance

President Brunk led the Pledge of Allegiance.

Approval of Agenda

President Brunk asked for a motion to approve the agenda, as discussed. Ms. Itkin moved and Mr. Jenks seconded the motion. Upon a voice vote, the agenda was unanimously approved.

ECRA Group Presentation on Growth Model

Dr. Eleni Speron from ECRA Group presented an overview of the student growth model and the services they provide to District 112. ECRA, an educational research and analytics consulting firm, helps improve student outcomes by using evidence-based practices including predictive analytics. ECRA uses statistical algorithms and machine learning techniques to identify the likelihood of future outcomes based on student historical assessment data. ECRA collects MAP assessment data for each individual student and projects a growth rate based on past performance. A student's actual performance on their MAP assessment is compared to their projected growth rate and categorized into the following categories: Expected Growth, Higher

Than Expected Growth, Lower Than Expected Growth or Unsatisfactory. ECRA offers the ability to disaggregate the data by gender, ethnicity, income, IEP, and limited English proficiency. Administrators and teachers use predictive analytics and student growth reports to make adjustments to learning strategies where needed.

Advanced Learning Opportunities Program (ALO)

Dr. Ryan, Dr. Kimmelman, and Ms. Robinson presented an update on the elementary Advanced Learning Opportunities Program (ALO) and discussed how it relates to the Multi-Tiered Systems of Support (MTSS). In the elementary program, ALO is considered a Tier 2 extension program that provides differentiated instruction by an ALO teacher to qualifying students during Student Success Block. Prior to 2021, there was no standardized guideline across the District to qualify students for the program. This year, a critical review of the program was accomplished and based on input from DM Group and the ALO teachers, the entrance criteria was changed to maximize student learning and growth potential. Participation criteria are data-driven and in the past MAP scores were used as the primary eligibility determination, however now performance on unit pre-assessments and checkpoint assessments are used to determine the proficiency of skills for each unit. This criteria change means the number of students receiving ALO services is very fluid and changes over the school year, which allows a greater number of students the opportunity to fully maximize their potential. The Teaching and Learning Department will continue to monitor the program and make adjustments if needed.

Future Topics of Interest

The Board was asked for input on topics they would like to hear more about at future Board meetings. Requests were made for the following:

- A presentation celebrating the success of students in the self-contained special education programs and the inclusive practices within the District.
- Further understanding of what story assessment data is telling the administration; more synthesized interpretation of data.
- Technology in the classroom; how it's used and how often.
- Presentation from schools on Teaching and Learning initiatives that are working well
- Keyboard skills

Boundary Change Discussion - Ravinia & Indian Trail Schools

The renovations at Ravinia and Indian Trail are expected to be completed sooner than originally projected and Dr. Lubelfeld suggested the Board begin thinking about changing portions of the Indian Trail boundary and shifting homes to the Ravinia attendance area. Enrollment at Indian Trail continues to increase and the renovations at Ravinia will allow for greater student capacity. Dr. Lubelfeld has commissioned an updated demographic study that will help guide decisions but anticipates about 100 students will need to be shifted from the Indian Trail boundary area to the Ravinia area over a number of years. The boundary changes could be implemented as early as the 2024-25 school year. There are many considerations that the Board will need to discuss such as identifying specific geographical areas to shift; considering grandfathering current students, families, or specific grade levels; or staggering shifts. A final decision should

be made by the summer to ensure a comprehensive plan. More discussions will take place after the updated demographic enrollment report is completed.

Public Comments

There were no comments.

Adjournment

President Brunk asked for a motion to adjourn the Committee of the Whole meeting. Mr. Kessler moved and President Brunk seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 9:28 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: February 21, 2023



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Revised on 2/21/23

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Dr. Monica Schroeder, Deputy Superintendent

Subject: Personnel Recommendations

Policy Alignment: Policy 5:30 Hiring Process and Criteria

CERTIFIED PERSONNEL

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
*Joanna Howard	1.0	ELA	EW	8/21/23
*Jackie Gustafson	1.0	Social Worker	IT	8/21/23

CLASSIFIED PERSONNEL

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Carlos Garcia	1.0	Technology Specialist	DO	2/27/23
Mayela Vela	1.0	Administrative Assistant	IT	*2/20/23

CERTIFIED STAFF UNPAID LEAVE REQUEST

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Vanessa Reakes	1.0	Instructional Coach	SW	2023-2024
Becky Sebert	1.0	1st Grade Teacher	SW	2023-2024
Abigail Many	1.0	Physical Education Teacher	BR/SW	2023-2024
Karen Abrego	1.0	Social Worker	BR	2023-2024

CERTIFIED PERSONNEL RESIGNATION (CORRECTION ON LAST NAME)

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Philip White	1.0	Special Education Resource Teacher	RA	11/18/22

CERTIFIED STAFF RETIREMENT

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Laura Michel-Baartmans	1.0	Communications Media Arts Teacher	NW	2026-2027
Elizabeth Hunt	1.0	ALO Teacher	WT	2026-2027
Heather Phillips	1.0	Math Interventionist	OT	2026-2027
Kelly Dougherty	1.0	SLP	EW	2026-2027
Kim Wagner	1.0	4th Grade Teacher	IT	2026-2027
Rochelle Wexler	1.0	Special Education Resource Teacher	IT	2026-2027
Steven Wolf	1.0	Science Teacher	NW	2026-2027
Helen Weiss	1.0	Librarian	SW	2026-2027
Julianne Hettich	1.0	Kindergarten Teacher	WT	2026-2027
Jacqueline Jacobs	1.0	Reading Specialist	IT	2026-2027

ADMINISTRATIVE STAFF RESIGNATION

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Maria Grable	1.0	Principal	IT	6/30/23
Jacklyn Brandt	1.0	Associate Principal	IT	6/30/23
Nicholas Glenn	1.0	Director of Communications	DO	2/22/23

CLASSIFIED PERSONNEL TRANSFER

<u>NAME</u>	<u>OLD POSITION</u>	<u>OLD HRS</u>	<u>OLD BLDG.</u>	<u>OLD MOS</u>	<u>NEW POSITION</u>	<u>NEW HRS</u>	<u>NEW BLDG.</u>	<u>NEW MOS</u>	<u>EFFEC DATE</u>
Daisy Alcaraz	Administrative Assistant	8	DO	12	Administrative Assistant	7	GB	10	2/6/23

Recommendation: Roll call vote to approve the Personnel Report, as presented.

*These changes were added after the original posting.

Board of Education
North Shore School District 112
Highland Park, Illinois
February 21, 2023

To the Board of Education:

We present for your approval for payment the following vendor disbursements:

EDUCATION FUND:	\$ 1,192,686.47
FOOD SERVICES:	\$ 50,084.19
OPERATIONS & MAINTENANCE:	\$ 1,314,182.52
TRANSPORTATION FUND:	\$ 1,307.58
EDGEWOOD CONSTRUCTION ACCOUNT:	\$ 1,873,631.97
INDIAN TRAIL 2022 REF:	\$ 139,056.30
RAVINIA 2022 REF:	\$ 163,413.50
BRAESIDE 2022 REF:	\$ 1,600.00
CENT. KITCHEN 2022:	\$ 28,000.00
ACTIVITY FUND:	\$ 5,357.54
TOTAL	\$ 4,769,320.07

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1015027	CGA INVESTMENT CO LLC	01/31/2023	02182023	MONTHLY STORAGE RENT BPO	2502300194	8,531.60	8,531.60
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		8,531.60	
1015028	GILBANE	01/31/2023	202301-J147	BRAESIDE ADA UPDATES INVOICE NUMBER: 202301-J147 OK TO PAY PER JEREMY AND APPROVED BY DR. LUBELFELD	2502300205	103,148.30	103,148.30
20E010	2540 5000 90 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./C		103,148.30	
				2 Computer	Check(s) For a Total of		111,679.90

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	111,679.90
Total For	2	Manual, Wire Tran, ACH & Computer Checks		111,679.90
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	111,679.90

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	111,679.90	111,679.90

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300234	VICTORIA DOBIES	01/31/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300214	32.19	32.19
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			32.19	
222300235	SARAH HUXHOLD	01/31/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300215	34.50	34.50
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			34.50	
				2 ACH	Check(s) For a Total of		66.69

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	2	ACH	Checks For a Total of	66.69
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran, ACH & Computer Checks		66.69
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	66.69

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	66.69	66.69

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300231	CHERIE GREENWOOD	01/27/2023	01232023	PROFESSIONAL DEVELOPMENT	5552300207	78.00	199.50
10E200 2220 3000 35 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		78.00	
			122022	MILEAGE	5552300206	121.50	
10E200 2220 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		121.50	
222300232	STEPHANIE JUST	01/27/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300213	5.88	5.88
10E200 2210 3000 35 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		5.88	
222300233	KIM MOLLERDINO	01/27/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300212	120.38	120.38
10E200 2210 3000 35 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		120.38	
				3 ACH	Check(s) For a Total of		325.76

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	3	ACH	Checks For a Total of	325.76
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran, ACH & Computer Checks		325.76
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	325.76

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	325.76	325.76

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300226	LEAH KIMMELMAN	01/26/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300206	53.88	53.88
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		53.88	
222300227	REBECCA PURSE	01/26/2023	082022112022	2022-2023 - PURCHASED SERVICES - PD	2102300208	62.69	62.69
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		62.69	
222300228	ALEXIS ROBINSON	01/26/2023	072022122022	2022-2023 - PURCHASED SERVICES - PD	2102300207	224.13	224.13
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		224.13	
222300229	KEVIN RYAN	01/26/2023	082022122022	2022-2023 - PURCHASED SERVICES - PD	2102300205	358.19	358.19
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		358.19	
222300230	SALLY STRAUS	01/26/2023	1202022	2022-2023 - PURCHASED SERVICES - PD	2102300209	24.75	24.75
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		24.75	
				5 ACH	Check(s) For a Total of		723.64

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	5	ACH	Checks For a Total of	723.64
	0	Computer	Checks For a Total of	0.00
Total For	5	Manual, Wire Tran, ACH & Computer Checks		723.64
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	723.64

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	723.64	723.64

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1015015	ACCESS ONE	01/24/2023	5628036	TELECOMMUNICATIONS AND DATA SERVICE FOR DISTRICT WIDE: SS ON JANUARY 2023 OK TO PAY	2202300500	2,184.83	2,184.83
20E010	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		124.34	
20E020	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		223.46	
20E030	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		223.46	
20E040	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		124.34	
20E050	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PH		124.06	
20E060	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		223.46	
20E070	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		223.46	
20E080	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PH		124.34	
20E090	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PH		223.46	
20E100	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		124.34	
20E110	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		223.46	
20E120	2540 3260 42 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		222.65	
1015016	AT&T	01/24/2023	3266675708	REDUNDANT 5GBPS CIRCUIT AT NORTHWOOD	5552300004	3,563.00	3,563.00
10E200	2220 3261 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PHONE SECURITY/N		3,563.00	
1015017	CITY OF HIGHLAND PARK	01/24/2023	00134801042023	WATER BILL FOR ELM PLACE (PLAYGROUND) SS ON 10/1/22 TO 12/31/23 OK TO PAY	2202300522	765.66	1,119.36
20E030	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		765.66	
			03179301042023	WATER BILL FOR GREENHOUSE SS FROM 10/1/22 TO 12/31/22 OK TO PAY	2202300519	353.70	
10E040	2540 3000 38 000067			EDUCATION FUND/INDIAN TRAIL/OPER. & MAINT./PURCHASED SE		353.70	
1015018	COMMONWEALTH EDISON	01/24/2023	55391050001102023	ELECTRIC BILL FOR EDGEWOOD SCHOOL SS FROM 11/21/22 TO 12/22/22 OK TO PAY	2202300518	7,754.88	7,754.88
20E020	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		7,754.88	
1015019	LAKESHORE RECYCLING SYSTEMS	01/24/2023	005194424	TRASH & RECYCLING FOR WHAREHOUSE @IT. SS ON DECEMBER 29-	2202300520	545.00	545.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				ORDERED BY GREG R. OK TO PAY			
20E200 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		545.00	
1015020 T MOBILE		01/24/2023	97430400501042032	CELL PHONES, ACCT 974304005	5552300017	29.01	29.01
10E200 2220 3000 42 090000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		29.01	
1015021 XEROX FINANCIAL SERVICES		01/24/2023	3714932	COPIER EXPENSE - DISTRICT WIDE - OPEN PO - FY23	5552300026	647.70	647.70
10E200 2220 3000 03 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		647.70	
				7 Computer	Check(s) For a Total of		15,843.78

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	7	Computer	Checks For a Total of	15,843.78
Total For	7	Manual, Wire Tran, ACH & Computer Checks		15,843.78
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	15,843.78

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	4,593.41	4,593.41
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	11,250.37	11,250.37

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300221	ILIANA MARTINEZ VELEZQUEZ	01/23/2023	01132023	MILEAGE/OT	702300088	26.80	26.80
10E070 1100 3000 30 000000				EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/PURCHASED S		26.80	
				1 ACH	Check(s) For a Total of		26.80

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	26.80
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		26.80
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	26.80

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	26.80	26.80

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300220	REBECCA HANY	01/20/2023	01102023	BECKY MILEAGE REIMBURSTMENT FROM JULY 2022 - DECEMBER 2022 OUT OF DISTRICT TRAVEL FOR JULY 2022	2502300202	80.77	80.77
10E200 2520 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		80.77	
				1 ACH	Check(s) For a Total of		80.77

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	80.77
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		80.77
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	80.77

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	80.77	80.77

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300236	NIHIP	02/21/2023	NORTHSHORES11202123	2022-23 HEALTH INSURANCE PREMIUM for FEBRUARY 2023	2502300210	620,682.39	620,682.39
10E200 2610 2220 22 000000				EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		620,682.39	
				1 ACH	Check(s) For a Total of		620,682.39

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1015029	8X8 INC	02/21/2023	3718556	TELEPHONE VOIP SYSTEM	5552300023	12,112.80	12,112.80
10E200	2220 3000 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		12,112.80	
1015030	A-1 ROOFING CO.	02/21/2023	35914	INDIAN TRAIL ROOF REPAIR DUE TO WIND DAMAGE INVOICE# : 35914 OK TO PAY PER CHARLIE	2502300206	52,820.00	52,820.00
20E040	2540 5000 95 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		52,820.00	
1015031	Vendor Continued Void	02/21/2023					0.00
1015032	AAA LOCK & KEY***	02/21/2023	582545	AAA LOCK AND KEY BPO	2502300015	735.00	4,589.90
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		735.00	
			582546	AAA LOCK AND KEY BPO	2502300015	252.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		252.00	
			582555	AAA LOCK AND KEY BPO	2502300015	73.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		73.00	
			582556	AAA LOCK AND KEY BPO	2502300015	650.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		650.00	
			582560	AAA LOCK AND KEY BPO	2502300015	1,500.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,500.00	
			582562	AAA LOCK AND KEY BPO	2502300015	840.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		840.00	
			582563	AAA LOCK AND KEY BPO	2502300015	270.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		270.00	
			582565	AAA LOCK AND KEY BPO	2502300015	269.90	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		269.90	
1015033	Vendor Continued Void	02/21/2023					0.00
1015034	Vendor Continued Void	02/21/2023					0.00
1015035	Vendor Continued Void	02/21/2023					0.00
1015036	ABM BUILDING VALUE	02/21/2023	1145764	CUSTODIAL SERVICE FOR DISTRICT	2202300552	1,876.80	22,956.80

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WIDE. CUSTODIAL COVERAGE, THEATER SHOW AND FESTIVAL (INV#1145764) OCTOBER 2022 MONTHLY CUSTODIAL SS (INV#1146498) NOVEMBER 2022 MONTHLY CUSTODIAL SS (INV#1146590) NOVEMBER 2022 CUSTODIAL SS OVERTIME (INV#1148641) DECEMBER 2022 OK TO PAY			
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,876.80	
			1146498	CUSTODIAL SERVICE FOR DISTRICT WIDE. CUSTODIAL COVERAGE, THEATER SHOW AND FESTIVAL (INV#1145764) OCTOBER 2022 MONTHLY CUSTODIAL SS (INV#1146498) NOVEMBER 2022 MONTHLY CUSTODIAL SS (INV#1146590) NOVEMBER 2022 CUSTODIAL SS OVERTIME (INV#1148641) DECEMBER 2022 OK TO PAY	2202300552	2,781.98	
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,781.98	
			1146590	CUSTODIAL SERVICE FOR DISTRICT WIDE. CUSTODIAL COVERAGE, THEATER SHOW AND FESTIVAL (INV#1145764) OCTOBER 2022 MONTHLY CUSTODIAL SS (INV#1146498) NOVEMBER 2022 MONTHLY CUSTODIAL SS (INV#1146590)	2202300552	10,175.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				NOVEMBER 2022 CUSTODIAL SS OVERTIME (INV#1148641) DECEMBER 2022 OK TO PAY			
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		10,175.00	
			1148641	CUSTODIAL SERVICE FOR DISTRICT WIDE. CUSTODIAL COVERAGE, THEATER SHOW AND FESTIVAL (INV#1145764) OCTOBER 2022 MONTHLY CUSTODIAL SS (INV#1146498) NOVEMBER 2022 MONTHLY CUSTODIAL SS (INV#1146590) NOVEMBER 2022 CUSTODIAL SS OVERTIME (INV#1148641) DECEMBER 2022 OK TO PAY	2202300552	8,123.02	
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		8,123.02	
1015037	ACCURATE BIOMETRICS	02/21/2023	388112301	CRIMINAL BACKGROUND CHECK/SCHROEDER	2002300036	1,000.00	1,000.00
10E200	2642 3102 38 000000			EDUCATION FUND/DISTRICT WIDE/PERSONNEL/CRIMINAL BACKGRO		1,000.00	
1015038	ADVANCED FIRE PROTECTION & SAF	02/21/2023	5649	SERVICE WAS REQUESTED TO ASSIST WIT FAID TEST AT WAYNE THOMAS SCHOOL. TEST PASSED. INV#5649 OK TO PAY	2202300568	400.00	400.00
20E200	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		400.00	
1015039	Vendor Continued Void	02/21/2023					0.00
1015040	Vendor Continued Void	02/21/2023					0.00
1015041	Vendor Continued Void	02/21/2023					0.00
1015042	Vendor Continued Void	02/21/2023					0.00
1015043	Vendor Continued Void	02/21/2023					0.00
1015044	Vendor Continued Void	02/21/2023					0.00
1015045	Vendor Continued Void	02/21/2023					0.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1015046	Vendor Continued Void	02/21/2023					0.00
1015047	Vendor Continued Void	02/21/2023					0.00
1015048	Vendor Continued Void	02/21/2023					0.00
1015049	Vendor Continued Void	02/21/2023					0.00
1015050	AMAZON	02/21/2023	116D-DHKW-HDP3	Office Chair	402300091	169.97	8,579.81
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			169.97	
			11GL-VLW4-49WH	SUPPLIES/OT	702300087	29.38	
10E070	1100 4000 50 000000		EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN			29.38	
			11N7-341Q-CRJK	2022-2023 - SUPPLIES AND MATERIALS - PD	2102300203	134.52	
10E200	2210 4000 35 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			134.52	
			11QH-QTXG-9NQ6	Sped Supplies	402300092	173.27	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			173.27	
			11TX-YDXR-7WDT	Office Supplies	402300095	140.60	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			140.60	
			11V1-RTPP-337J	2022-2023 - SUPPLIES AND MATERIALS - CMA	2102300185	14.99	
10E200	2210 4000 55 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			14.99	
			11VX-H9XY-1KRJ	Baskets for Winter Gear	402300090	118.18	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			118.18	
			14D4-MKQ6-XYDL	2022-2023 - SUPPLIES AND MATERIALS - ART	2102300181	415.86	
10E200	2210 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			415.86	
			161Q-FFFT-4G7V	GENERAL SUPPLIES/KILEN	2002300029	18.78	
10E200	2642 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/PERSONNEL/SUPPLIES AND MAT			18.78	
			16WX-MX6F-1JX6	2022-2023 - SUPPLIES AND MATERIALS - PD	2102300184	47.50	
10E200	2210 4000 35 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			47.50	
			176V-4FRP-DL7M	School supplies	402300072	188.88	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			188.88	
			17NF-GH3V-6XFD	School supplies	402300088	211.24	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			211.24	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			193W-96KH-17KN	CLASSROOM SUPPLIES	902300077	28.73	
10E090	1100 4000 50 000000		EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			28.73	
			19PP-WGY6-14RW	CLASSROOM SUPPLIES	902300076	324.86	
10E090	1100 4000 50 000000		EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			324.86	
			19PR-K761-VMTD	GENERAL SUPPLIES FOR STAFF/E W	202300089	298.42	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			298.42	
			19W4-1LYG-JDH1	GENERAL SUPPLIES/EW	202300086	25.10	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			25.10	
			1CDQ-HCNV-JYTR	FEMININE PRODUCTS NEEDED FOR STUDENTS IN NURSE OFFICE/AF/NW	602300126	35.45	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			35.45	
			1CJ1-1QTW-L6WM	GENERAL SUPPLIES/DUBOIS	2002300024	97.45	
10E200	2642 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/PERSONNEL/SUPPLIES AND MAT			97.45	
			1DPM-4GR3-1XNH	OFFICE SUPPLIES	2502300204	79.99	
10E200	2520 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/SUPPLIES A			79.99	
			1DQ1-VPV9-DD31	4th Grade Supplies	402300079	39.98	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			39.98	
			1DX1-FVLP-VVPN	reading development	402300104	56.95	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			56.95	
			1G7F-KJMF-D4JF	CLASSROOM SUPPLY ORDER FOR FIORE/IF/NW	602300141	63.38	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			63.38	
			1GGY-Y1TQ-HR6T	office supplies	402300099	171.18	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			171.18	
			1GMX-JQ1Y-4CGR	Tools	402300093	22.79	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			22.79	
			1GNW-NPXG-DX9F	ITEMS FOR IL PROGRAM/EW	202300102	14.59	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			14.59	
			1GPG-6QPN-1C7F	OFFICE SUPPLIES NEED IT: CREAMER AND CUPS OK TO PAY	2202300438	61.70	
20E200	2540 4000 65 000000		OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			61.70	
			1GTP-NMDV-13VB	INSTRUCTIONAL CLASSROOM SUPPLIES	902300078	85.98	
10E090	1100 4000 50 000000		EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			85.98	
			1H9X-7MRP-3CJW	SUPPLIES, OTHER	5552300213	66.99	
10E200	2220 4000 65 000000		EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			66.99	
			1HFX-DNJR-F6KD	OFFICE SUPPLIES	2502300197	219.54	
10E200	2520 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/SUPPLIES A			219.54	
			1HX3-9MHR-7VG7	Nurse Supplies	402300083	29.36	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			29.36	
			1J6D-D61M-9NC7	GENERAL SUPPLIES	1202300043	65.70	
10E120	1125 4000 50 000000		EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			65.70	
			1K9W-N3L1-T1GG	BATTERIES NEEDED FOR USAGE AT SCHOOL/JS/NW	602300122	10.34	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			10.34	
			1KCP-NCXH-67TJ	Supplies	402300080	29.19	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			29.19	
			1KQ7-7NCX-1RNJ	Professional Development Books	402300094	31.76	
10E040	2410 3000 35 000000		EDUCATION FUND/INDIAN TRAIL/PRINCIPAL/PURCHASED SERVICE			31.76	
			1KVG-M1Y7-JK9C	2022-2023 - SUPPLIES AND MATERIALS - CMA	2102300187	29.97	
10E200	2210 4000 55 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			29.97	
			1LML-THGG-1VD6	BREASIDE PAPER ORDER	102300078	782.60	
10E010	1100 4000 70 000000		EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M			782.60	
			1LRP-XGTF-JWDP	SUPPLIES FOR OPERATION DEPTO: INK FOR CHARLIE, SUGAR, FILES,	2202300507	122.19	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				TAPE MEASURE. OK TO PAY			
20E050	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU		122.19	
			1MPL-N3Y4-134X	GENERAL SUPPLIES	1202300045	120.00	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		120.00	
			1MPT-LKLY-17JJ	OFFICE SUPPLIES	2502300207	279.98	
10E200	2190 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/STUDENT SERVICES/PURCHASED		69.99	
10E200	2210 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		70.00	
10E200	2320 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/EXEC. ADMIN./PURCHASED SER		139.99	
			1MXT-X6T4-DYC1	GENERAL SUPPLIES	1202300045	27.46	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		27.46	
			1NCQ-RGH9-3FRC	FOAM NEEDED FOR TABLES SO PAINT DOESN'T COME OFF/NW/MR	602300139	18.54	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		18.54	
			1NCQ-RGH9-4WK6	2022-2023 - SUPPLIES AND MATERIALS - STEM	2102300188	273.51	
10E200	2210 4000 56 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		273.51	
			1NF4-GND9-19NY	A DESK IS NEED IT FOR VITTI BUILDING CHARLIE APPROVED OK TO PAY	2202300492	269.99	
20E050	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU		269.99	
			1NRK-FWHV-WM1R	SCHOOL SUPPLIES	902300056	144.43	
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		144.43	
			1PPT-L74T-73VV	DESK IS NEED IT FOR VITI BUILDING, APPROVE BY CHARLIE P OK TO PAY	2202300493	269.99	
20E130	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/VITI BUILDING/OPER. & MAI		269.99	
			1Q1D-NJL1-9GDR	GENERAL SUPPLIES	1202300042	82.57	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		82.57	
			1QFQ-LXD7-1NLG	GENERAL SUPPLIES/EW	202300087	99.98	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		99.98	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E070	1100 4000 50 000000		1QJF-QTFQ-1VFX	OFFICE/OT	702300092	29.92	
			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN			29.92	
10E200	2210 4000 56 000000		1QRJ-9MYQ-L9HJ	2022-2023 - SUPPLIES AND MATERIALS - STEM	2102300195	65.98	
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			65.98	
10E200	2220 4000 65 000000		1RGJ-Y6FD-3JN7	SUPPLIES, OTHER	5552300198	745.00	
			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			745.00	
10E040	2410 3000 35 000000		1RKN-GDQC-FNJN	Professional Development Books	402300094	83.10	
			EDUCATION FUND/INDIAN TRAIL/PRINCIPAL/PURCHASED SERVICE			83.10	
10E020	1100 4000 50 000000		1RMP-VGKC-1LGQ	BANK DEPOSIT BAGS NEEDED FOR STAFF/EW	202300100	71.80	
			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			71.80	
10E020	1100 4000 52 000000		1V44-RG39-JVX4	ART SUPPLIES/EW	202300071	190.04	
			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			190.04	
10E060	2410 3000 35 000000		1VJR-FGYF-3L96	PRINCIPAL NEEDS FOR OFFICE/EM/NW	602300125	37.99	
			EDUCATION FUND/NORTHWOOD/PRINCIPAL/PURCHASED SERVICES/P			37.99	
10E200	2210 4000 35 000000		1WWC-KRDP-KTM1	2022-2023 - SUPPLIES AND MATERIALS - PD	2102300189	96.46	
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			96.46	
10E090	1100 4000 50 000000		1WYX-PPKM-3YQ4	INSTRUCTIONAL CLASSROOM SUPPLIES	902300079	144.92	
			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			144.92	
10E200	2210 4000 56 000000		1X7J-GCR9-1PPK	2022-2023 - SUPPLIES AND MATERIALS - STEM	2102300196	98.57	
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			98.57	
10E040	1100 4000 50 000000		1XFP-1PVC-3LHP	Office/school supplies	402300084	35.47	
			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			35.47	
10E020	1100 4000 50 000000		1XNY-MCW4-DGNC	HEALTHOFFICE SUPPLIES/EW	202300085	110.91	
			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			110.91	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E040 1100 4000 50 000000			1XRK-W3VT-QC11	Sped Supplies	402300092	16.99	
			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			16.99	
10E200 1100 4000 50 430000			1YD4-LWV6-HTLT	2022-2023 - SUPPLIES AND MATERIALS - TITLE I	2102300183	599.25	
			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES			599.25	
10E200 2642 4000 50 000000			1YR9-Y4NN-49RH	GENERAL SUPPLIES/KILEN	2002300028	209.60	
			EDUCATION FUND/DISTRICT WIDE/PERSONNEL/SUPPLIES AND MAT			209.60	
1015051 AMPLIFY		02/21/2023	INV-150385	2022-2023 - SUPPLIES AND MATERIALS - ELA	2102300092	24,192.00	24,192.00
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			24,192.00	
1015052 AMSCO ENGINEERING INC.		02/21/2023	2019014.3	LEED COMMISSIONING SERVICE FOR ADDITIONS AND RENOVATION AT EDGEWOOD MIDDLE SCHOOL. INV#2019014.3 OK TO PAY	2202300554	18,750.00	18,750.00
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			18,750.00	
1015053 Vendor Continued Void		02/21/2023					0.00
1015054 Vendor Continued Void		02/21/2023					0.00
1015055 Vendor Continued Void		02/21/2023					0.00
1015056 ANTHONY ROOFING, LTD.		02/21/2023	S69005944	ROOFING SERVICES FOR: BRAESIDE (INV#S69005947), IT (INV#S69005946) WT (INV# S69005945) SHER (INV#S69005944) ALL DONE ON 12/14/22 OK TO PAY	2202300551	675.00	4,096.00
20E040 2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN			0.00	
20E010 2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./R			0.00	
20E100 2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./R			675.00	
20E110 2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN			0.00	
			S69005945	ROOFING SERVICES FOR: BRAESIDE	2202300551	540.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				(INV#S69005947), IT (INV#S69005946) WT (INV# S69005945) SHER (INV#S69005944) ALL DONE ON 12/14/22 OK TO PAY			
20E040	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		0.00	
20E010	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./R		0.00	
20E100	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./R		0.00	
20E110	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		540.00	
			S69005946	ROOFING SERVICES FOR: BRAESIDE (INV#S69005947), IT (INV#S69005946) WT (INV# S69005945) SHER (INV#S69005944) ALL DONE ON 12/14/22 OK TO PAY	2202300551	135.00	
20E040	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		135.00	
20E010	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./R		0.00	
20E100	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./R		0.00	
20E110	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		0.00	
			S69005947	ROOFING SERVICES FOR: BRAESIDE (INV#S69005947), IT (INV#S69005946) WT (INV# S69005945) SHER (INV#S69005944) ALL DONE ON 12/14/22 OK TO PAY	2202300551	540.00	
20E040	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		0.00	
20E010	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./R		540.00	
20E100	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./R		0.00	
20E110	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		0.00	
			ST013043	REPAIRS EXPENDITURES- ROOF REPAIR FOR INDIAN TRAIL AND	2202300529	1,214.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				WAYNE THOMAS INVOICE - ST013044 - INDIAN TRAIL INVOICE - ST013043 - WAYNE THOMAS			
20E040	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		545.91	
20E110	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		668.09	
			ST013044	REPAIRS EXPENDITURES- ROOF REPAIR FOR INDIAN TRAIL AND WAYNE THOMAS INVOICE - ST013044 - INDIAN TRAIL INVOICE - ST013043 - WAYNE THOMAS	2202300529	992.00	
20E040	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		446.09	
20E110	2540 3209 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		545.91	
1015057	APPLE COMPUTER, INC	02/21/2023	AK40549311	REPAIR PARTS, OPEN PO	5552300014	99.00	5,094.00
10E200	2220 4000 31 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		99.00	
			AL02608271	REPAIR PARTS, OPEN PO	5552300014	4,995.00	
10E200	2220 4000 31 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		4,995.00	
1015058	Vendor Continued Void	02/21/2023					0.00
1015059	APPLE, INC.	02/21/2023	AK40177153	NEW EQUIPMENT-Kinderga rten ipads-9th generation	5552300154	20,979.00	36,135.00
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		20,979.00	
			AL00067824	CAPITAL OUTLAY, EDGEWOOD AV	5552300192	1,607.00	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		1,607.00	
			AL01000468	SUPPLIES, OTHER	5552300194	1,490.00	
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		1,490.00	
			AL02658643	CAPITAL OUTLAY, EDGEWOOD AV & BOARD ROOM	5552300200	2,556.00	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		1,704.00	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		852.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			AL02757288	CAPITAL OUTLAY, EDGEWOOD AV & BOARD ROOM	5552300200	1,278.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			852.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			426.00	
			AL04392054	SUPPLIES, OTHER	5552300209	4,470.00	
10E200 2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			4,470.00	
			AL04874807	CAPITAL OUTLAY, NEW EQUIPMENT (NW AV)	5552300211	1,607.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			1,607.00	
			AL05109563	CAPITAL OUTLAY, NEW EQUIPMENT	5552300212	2,148.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			2,148.00	
1015060	Vendor Continued Void	02/21/2023					0.00
1015061	ASSURED HEALTHCARE STAFFING***	02/21/2023	INV-19125	HEALTH SERVICES PURCHASED SERVICES - SUB NURSES	2122300295	487.20	1,842.23
10E200 2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED			487.20	
			INV-19136	HEALTH SERVICES PURCHASED SERVICES - SUB NURSES	2122300295	456.75	
10E200 2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED			456.75	
			INV-19167	HEALTH SERVICES - PURCHASED SERVICES - SUB NURSE - INVOICE #INV-19167 - JANUARY 2023	2122300305	456.75	
10E200 2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED			456.75	
			INV-19198	HEALTH SERVICES - PURCHASED SERVICES - JANUARY 2023 - SUB NURSE - SW **OKAY TO PAY**	2122300322	441.53	
10E200 2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED			441.53	
1015062	AT&T MOBILITY	02/21/2023	28730264910x02032023	PURCHASED SERVICE - CELL PHONES - OPEN PO - FY23	5552300024	3,728.40	3,728.40

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200 2220 3000 42 090000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		3,728.40	
1015063	Vendor Continued Void	02/21/2023					0.00
1015064	AZTEC FENCE COMPANY, INC.	02/21/2023	20664	REPAIR 2 EXISTING DOUBLE SWING GATES, REPLACE OLD DAMAGE HINGES ON ALL GATES 6' BARREL HINGES, ADD ANCHOR BOUTS TO SECURE GATES OUT OLD HINGES AND WELD NEW HINGUES, ADJUST GATES OPEN AND CLOSE PROPERLY; INSTALL (!) MISSING 55'HX1 THIVK PICKET ON EXISTING SLIDING GATE AND SECURE (1) LOOSE PICKET. FOR OAK TERRACE SCHOOL DONE ON 7/28/22 BUT NEVER SEND US THE INVOICE UNTIL NOW. OK TO PAY.	2202300539	2,700.00	2,700.00
20E070 2540 3201 31 000000				OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		2,700.00	
1015065	B & F CONSTRUCTION CODE SERVIC	02/21/2023	17066	PROJECT NUMBER;L112A21AX,C ONDUCT COMPLETE BUILDING INSPECTION, FIRE CODE,MECHANICAL ELECTRICAL AND PLUMBING FOR THE NEW EDGEWOOD SCHOOL.	2202300508	6,002.50	6,002.50
62E200 2540 5000 96 000000				EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		6,002.50	
1015066	Vendor Continued Void	02/21/2023					0.00
1015067	BANNER PLUMBING SUPPLY CO, INC	02/21/2023	289049	INVOICE#2898049 ORDERED FOR WAREHOUSE OK TO PAY	2202300506	356.40	9,333.72
20E200 2540 4208 50 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		356.40	
			2897620	BANNER PLUMBING	2502300017	1,456.46	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				BPO			
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,456.46	
			2901301	Plumbing Supplies	2202300560	57.20	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		57.20	
			2901625	Plumbing Supplies	2202300560	3,426.31	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		3,426.31	
			2907889	BANNER PLUMBING	2502300017	623.08	
				BPO			
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		623.08	
			2908131	BANNER PLUMBING	2502300017	488.09	
				BPO			
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		488.09	
			2909156	Plumbing Supplies	2202300560	72.52	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		72.52	
			2909838	Plumbing Supplies	2202300560	315.60	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		315.60	
			2909842	Plumbing Supplies	2202300560	674.40	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		674.40	
			2911990	Plumbing Supplies	2202300560	251.46	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		251.46	
			2911993	Plumbing Supplies	2202300560	1,612.20	
20E020	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		1,612.20	
1015068	BENDI INVESTMENTS LLC	02/21/2023	103100	STUDENT SERVICES	2122300314	500.00	500.00
				PURCHASED			
				SERVICES -			
				FEBRUARY 2023			
				CONSULTING			
				SERVICES -			
				INVOICE #10310			
10E200	2190 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/STUDENT SERVICES/PURCHASED		500.00	
1015069	BENJAMIN HISTORICAL CERTIFICAT	02/21/2023	01152023	RAVINIA SCHOOL	2302300058	3,000.00	3,000.00
				HISTORICAL			
				RECORDATION			
				PROJECT -			
				INSTALLMENT			
				PAYMENTS 1 & 2			
10E200	1100 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		3,000.00	
1015070	BJorem Speech Publications	02/21/2023	50995	SPEECH/OT	702300084	69.00	69.00

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10E070	1100 4000 50 000000		EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN			69.00	
1015071	BLUEPATH SOLAR NORTH SHORE LLC	02/21/2023	NORTH SHIORE-12	SOLAR ELECTRICITY FOR NORTHWOOD MIDDLE SCHOOL; INVOICE # SS ON DECEMBER 2022 OK TO PAY	2202300497	551.60	551.60
20E060	2540 3000 38 000000		OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			551.60	
1015072	BLUE POINT ALERT SOLUTIONS	02/21/2023	INV-T-00574	SYSTEM INSTALLATION PROGRESS BLUEPOINT IN EDGEWOOD MIDLLE SCHOOL INV#INV-T 00574 OK TO PAY	2202300553	28,890.00	28,890.00
62E200	2540 5000 96 000000		EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			28,890.00	
1015073	BRIGHTLY SOFTWARE, INC	02/21/2023	INV-200865	INVOICE 200865 PURCHASED SERVICES- SCHOOL DUDE 3/1/23-2/29/24 ****OK TO PAY****	2202300527	7,637.00	7,637.00
20E200	2540 3000 38 000000		OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			7,637.00	
1015074	BRIGHTMONT ACADEMY	02/21/2023	29763	PRIVATE SCHOOL TUITION - JANUARY 2023 - INVOICE #29763 - (AR)	2122300321	7,463.40	7,463.40
10E200	1912 6700 40 000000		EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI			7,463.40	
1015075	BROGAN'S AWARDS & SPORTSWEAR	02/21/2023	12082022	PAYMENT NEEDED FOR INVOICE ON BASKETBALL PLAQUES/NW/JM	602300134	167.50	167.50
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			167.50	
1015076	CANDOR HEALTH EDUCATION	02/21/2023	2023370	2022-2023 - PURCHASED SERVICES - HEALTH	2102300019	737.00	737.00
10E200	2210 3000 85 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			737.00	
1015077	CARROLL SEATING, INC.	02/21/2023	INV-1018676	FURNISH AND INSTALL HUSSEY BLEACHERS IN THE MAIN GYM AT EDGEWOOD/ALL WORK WILL BE PREFORMED	2202300029	165,684.41	165,684.41

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				VIA SOURCEWELL (FORMERLY NJPA HUSSEY VENDOR #091719-HSC) AND #29701 CUSTOMER NUMBER FOR NSSD112/PROPOSAL NUMBER: CP115836/PROPOSAL TYPE: SOURCEWELL			
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			165,684.41	
1015078 CES0 COMMUNICATIONS, LLC		02/21/2023	1863	PURCHASED SERVICES/GLENN	2002300031	1,000.00	1,000.00
10E200 2630 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/INFORMATION SERVICES/PURCH			1,000.00	
1015079 CGA INVESTMENT CO LLC		02/21/2023	1001465BP03012023	MONTHLY STORAGE RENT BPO	2502300194	11,683.96	11,683.96
20E200 2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			11,683.96	
1015080 CHADDOCK		02/21/2023	CATSIN-001093	PRIVATE SCHOOL TUITION - JANUARY 2023 - INVOICE #CATSIN-001093	2122300316	57,598.03	57,598.03
10E200 1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI			57,598.03	
1015081 CITY OF HIGHLAND PARK		02/21/2023	02649502012023	WATER AND SEWER SERVICE FOR LINCOLN SCHOOL SS FROM 11/1/22 TO 1/31/23 OK TO PAY	2202300558	87.53	87.53
20E050 2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU			87.53	
1015082 CLEAR LP .com		02/21/2023	70028	TWO SERVICES NEED IT FOR ELM PLACE . INV#70028 AND IV#70180 OK TO PAY	2202300499	700.00	700.00
20E030 2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./			700.00	
1015083 COMCAST BUSINESS+++		02/21/2023	165016354	DISTRICT WIDE INTERNET SERVICE - OPEN PO - FY23	5552300025	16,427.99	16,427.99
10E200 2220 3261 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PHONE SECURITY/N			16,427.99	
1015084 COMMONWEALTH EDISON		02/21/2023	01550391150125223	ELECTRIC BILL FOR GREENHOUSE AND ELM PLACE SS FROM 12/22/22 TO 1/25/23 OK TO PAY	2202300545	2,126.75	8,603.62

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E030 2540 4000 69 000000				OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		2,126.75	
10E040 2540 3000 38 000067				EDUCATION FUND/INDIAN TRAIL/OPER. & MAINT./PURCHASED SE		0.00	
			553910500001302023	Edgewood Utility Bill ComEd Fe 2023	2202300566	6,432.41	
20E020 2540 4000 69 000000				OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		6,432.41	
			5623150019012523	ELECTRIC BILL FOR GREENHOUSE AND ELM PLACE SS FROM 12/22/22 TO 1/25/23 OK TO PAY	2202300545	44.46	
20E030 2540 4000 69 000000				OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		0.00	
10E040 2540 3000 38 000067				EDUCATION FUND/INDIAN TRAIL/OPER. & MAINT./PURCHASED SE		44.46	
1015085	COMPUTER INFORMATION CONCEPTS	02/21/2023	PSI35700	STUDENT INFORMATION SYSTEM (SIS) SOFTWARE/SITE LICENSE	5552300205	71,830.00	71,830.00
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		71,830.00	
1015086	COMPREHENSIVE PSYCHOLOGICAL SE	02/21/2023	5558811012022	EVALUATION FOR STUDENT ACCT NUM: 55588	2122300186	3,500.00	3,500.00
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		3,500.00	
1015087	CONNECTION'S ACADEMY EAST	02/21/2023	10628	PRIVATE SCHOOL TUITION - JANUARY 2023 - INVOICE #10628/ 10629 - (EL, MW)	2122300320	4,966.50	9,933.00
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		4,966.50	
			10629	PRIVATE SCHOOL TUITION - JANUARY 2023 - INVOICE #10628/ 10629 - (EL, MW)	2122300320	4,966.50	
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		4,966.50	
1015088	CONSTELLATION NEWENERGY GAS DI	02/21/2023	3666403	Utility Bill For Schools Feb 2023	2202300567	71,951.06	71,951.06
20E010 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S		4,126.29	
20E020 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		8,227.52	
20E030 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		11,516.07	
20E040 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		6,715.62	
20E050 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU		2,371.90	
20E060 2540 4000 68 000000				OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		8,474.17	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E070	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		6,908.08	
20E080	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./SU		5,138.59	
20E090	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SU		3,431.45	
20E100	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		4,276.24	
20E110	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		4,613.40	
20E120	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		6,151.73	
1015089	THE COVE SCHOOL	02/21/2023	SD112-0123	PRIVATE SCHOOL TUITION - INVOICE #SD112-0123 - JANUARY 2023	2122300318	20,429.44	20,429.44
10E200	1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		20,429.44	
1015090	CURRICULUM ASSOCIATES, LLC	02/21/2023	90721995	2022-2023 - PURCHASED SERVICES - PD	2102300192	4,000.00	4,000.00
10E200	2210 3000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		4,000.00	
1015091	Deerfield & Libertyville Music	02/21/2023	1658790	BAND/ORQUESTA SCHOLARSHIPS	902300074	1,149.23	1,149.23
10E200	1100 3000 38 192006			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		1,149.23	
1015092	DEMCO, INC.***	02/21/2023	7201979	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300076	1,432.47	1,840.89
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		1,432.47	
10E040	1100 4000 50 000000		7246398	Library Supplies	402300098	87.97	87.97
				EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			
			7249565	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300194	320.45	
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		320.45	
1015093	DISCOUNT SCHOOL SUPPLY***	02/21/2023	P41780310101	CLASSROOM FURNITURE	902300031	574.98	574.98
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		574.98	
1015094	CAREY DOWDLE	02/21/2023	102720221172022	VOLLEYBALL REFEREE/EW	202300094	600.00	600.00
10E020	1100 3000 38 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		600.00	
1015095	ECS MIDWEST LLC	02/21/2023	1032298	INDIAN TRAIL PHASE 1 ESA INVOICE NUMBER 1032298	2502300211	2,500.00	6,200.00
63E200	2540 5000 95 000000			INDIAN TRAIL 2022 REFERENDUM/DISTRICT WIDE/OPER. & MAIN		2,500.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1032425	PHASE 1 ESA WITH 4 PARCEL LIEN SEARCH INVOICE NUMBER 1032425	2502300198	3,700.00	
64E200 2540 5000 95 000000			RAVINIA 2022 REFERENDUM	WORK/DISTRICT WIDE/OPER. & MAIN		3,700.00	
1015096	ENVIROMENTAL FUTURES, INC	02/21/2023	22-1508	PAYMENT OF BOTTLELESS WATER COOLER SYSTEM/JS/NW	602300143	300.00	300.00
10E060 1100 4000 16 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			300.00	
1015097	ENVIRONMENTAL FUTURES, INC.	02/21/2023	22-2503	OFFICE/OT	702300089	117.00	117.00
10E070 1100 3000 31 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/PURCHASED S			117.00	
1015098	EVENTS AT HIGHLAND PARK COUNTR	02/21/2023	12302022	GENERAL SUPPLIES/SCHROEDER	2002300033	2,200.00	2,200.00
10E200 2642 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/PERSONNEL/SUPPLIES AND MAT			2,200.00	
1015099	FLECKS LANDSCAPING	02/21/2023	2210758	EDGEWOOD TURF REPAIR 1/11. INVOICE #2210758	2202300561	650.00	650.00
20E020 2540 3283 89 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./G			650.00	
1015100	FOLLETT CONTENT SOLUTIONS, LLC	02/21/2023	609179	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300193	1,669.80	2,293.44
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			1,669.80	
			609179A	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300193	623.64	
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			623.64	
1015101	FOLLETT SCHOOL SOLUTIONS, INC*	02/21/2023	544672F	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300074	255.97	1,042.13
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			255.97	
			562169F	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY/ESSER	2102300098	207.93	
10E200 2210 4000 60 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			207.93	
			573449F	2022-2023 - SUPPLIES AND	2102300132	54.35	

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				MATERIALS - LIBRARY			
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			54.35	
			573996F	2022-2023 - SUPPLIES AND MATERIALS - LIBRARY	2102300123	523.88	
10E200 2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			505.28	
10E200 2210 4000 60 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			18.60	
1015102	FOURTH CLIFF ADVENTURE INC.	02/21/2023	1210	TRAINING SERVICES FOR CLIMBING WALL AT NORTHWOOD AND ELM PLACE. INV#1210 AND INV#1209 OK TO PAY	2202300510	1,080.00	1,080.00
20E030 2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./			540.00	
20E060 2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			540.00	
1015103	FOX VALLEY FIRE & SAFETY	02/21/2023	IN00576322	BLUE POINT ALERT SYSTEM REPAIR FOR RAVINIA; REPLACED THE 3GCARD WITH 4G CARD. ALSO REPLACED THE CO DETECTOR AND DID I FIRMWARE UPDATE. PANEL IS CLEAR AND BACK IN SERVICE. INV#08213 OK TO PAY	2202300564	1,795.00	1,795.00
20E080 2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./SP			1,795.00	
1015104	Vendor Continued Void	02/21/2023					0.00
1015105	Vendor Continued Void	02/21/2023					0.00
1015106	Vendor Continued Void	02/21/2023					0.00
1015107	FRANK COONEY COMPANY	02/21/2023	78591	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	44,415.55	873,375.28
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			44,415.55	
			78642	FURNITURE QUOTE	2202300108	34,623.90	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811			
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		34,623.90	
			78700	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	207,507.00	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		207,507.00	
			78710	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	81,775.56	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		81,775.56	
			78728	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	167,844.83	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		167,844.83	
			78732	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	131,641.64	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		131,641.64	
			78734	FURNITURE QUOTE	2202300108	79,064.36	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811			
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		79,064.36	
			78737	FURNITURE QUOTE FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT #07-29; NATIONAL PRICING PER OMNIA CONTRACT R191811	2202300108	126,502.44	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		126,502.44	
1015108	FRANCZEK PC	02/21/2023	219367	LEGAL SERVICES INVOICE #219367 1-18-23	2302300059	1,551.00	1,551.00
10E200	2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		1,551.00	
1015109	NANCY FREDMAN KRENT	02/21/2023	1057	SPECIAL ED PURCHASED SERVICES - STUDENT HEARING	2122300293	825.00	825.00
10E200	1200 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		825.00	
1015110	TIM GALASSINI	02/21/2023	10272211152022	VOLLEYBALL REFEREE/EW	202300095	240.00	240.00
10E020	1100 3000 38 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		240.00	
1015111	GARAVENTA USA, INC	02/21/2023	IL0052660	SERVICE CALL FOR WHEELCHAIR LIFT AT WAYNE THOMAS, REPLACE A PART IN ORDER TO FIX IT. INV#52660 OK TO PAY	2202300547	2,136.46	2,136.46
20E110	2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		2,136.46	
1015112	GILBANE	02/21/2023	202301-J666	ADA- ACCOMMODATIONS FOR BRAESIDE SCHOOL. PROJECT NUMBER: J06919400, INVOICE NUMBER	2202300544	7,807.70	674,569.19

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				2022301-J666; PERIOD ENDED 1/31/23. OK TO PAY			
20E010	2540 5000 90 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./C		7,807.70	
			202301-J730	EDGEWOOD RENOVATIONS;GILBAN E PROJECT NUMBER J06919.200;APPLICA TION NUMBER 27; INVOICE NUMBER 202301-J730, PERIOD ENDING 1/31/23. OK TO PAY	2202300542	666,761.49	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		666,761.49	
1015113	GOPHER SPORT***	02/21/2023	IN252220	PURCHASE OF RECESS EQUIPMENT PER FUND RUN GUIDELINES: PLAYGROUND ACCESSORIES THAT A SCHOOL COULD NOT NORMALLY PROVIDE LIKE BALLS, JUMP ROPES, ETC	602300142	2,375.80	2,375.80
10E060	1100 4000 50 192006			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		2,375.80	
1015114	W.W. GRAINGER, INC.	02/21/2023	9383032860	MOTOR FOR ELM PLACE, REQUESTED BY EFRAIN P. INV#9383032860, OKAY TO PAY	2202300562	109.11	1,479.69
20E030	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		109.11	
			9550384342	GRAINGER BPO	2502300018	270.76	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		270.76	
			9556487537	GRAINGER BPO	2502300018	14.62	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		14.62	
			9594035249	GENERAL SUPPLIES SALT SPREADER- BR, SW AND STOCK ITEM # 4UHD1	2202300531	1,085.20	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		361.73	
20E100	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		361.73	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E010 2540 4000 65 000000				OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S		361.74	
1015115	HAPP BUILDERS, INC.	02/21/2023	65879	QUOTE: VERIFY THAT ALL EXTERIOR DOORS WERE SERVICED AND CORRECTIONS/REPAIR MADE IF NECESSARY FOR WAYNE THOMAS AND SHERWOOD. INVOICE NUMBER#65879 AND #65880. OK TO PAY	2202300516	14,355.00	31,715.00
20E100 2540 3210 31 000000				OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./W		9,395.00	
20E110 2540 3210 31 000000				OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		4,960.00	
			65886	REPAIR EXPENDITURES-DOOR REPAIRS RAVINIA SCHOOL INVOICE 65886	2202300530	17,360.00	
20E080 2540 3210 31 000000				OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./WI		17,360.00	
1015116	Vendor Continued Void	02/21/2023					0.00
1015117	Vendor Continued Void	02/21/2023					0.00
1015118	HEARTLAND BUSINESS SYSTEMS	02/21/2023	558766-H	CONSULTANTS (SECURITY)	5552300183	68.75	24,163.23
10E200 2220 3000 34 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		68.75	
			567298-H	CONSULTANTS (SECURITY)	5552300183	68.75	
10E200 2220 3000 34 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		68.75	
			573161-H	CONSULTANTS (SECURITY)	5552300202	343.75	
10E200 2220 3000 34 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		343.75	
			573162-H	CAPITAL OUTLAY-for the Network Refresh, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300165	1,987.07	
10E200 2220 5000 90 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		1,987.07	
			574096-H	PURCHASED SERVICE, OTHER	5552300086	4,700.00	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		4,700.00	
			575123-H	SOFTWARE/SITE	5552300061	500.64	

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				LICENSE - BLANKET PO - FY23			
10E200 2220 3000 80 000000			EDUCATION FUND/DISTRICT	WIDE/ED. MEDIA/PURCHASED SERVIC		500.64	
			575824-H	PURCHASED	5552300087	2,302.00	
				SERVICE, OTHER			
10E200 2220 3000 38 000000			EDUCATION FUND/DISTRICT	WIDE/ED. MEDIA/PURCHASED SERVIC		2,302.00	
			576405-H	CAPITAL OUTLAY, NEW EQUIPMENT (eRATE)	5552300109	10,352.52	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT	WIDE/OPER. & MAI		10,352.52	
			576412-H	SUPPLIES, OTHER (EDGEWOOD NETWORK)	5552300195	371.00	
10E200 2220 4000 65 000000			EDUCATION FUND/DISTRICT	WIDE/ED. MEDIA/SUPPLIES AND MAT		371.00	
			577210-H	EDGEWOOD NETWORK	5552300204	3,400.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT	WIDE/OPER. & MAI		3,400.00	
			577216-H	CONSULTANTS (SECURITY)	5552300210	68.75	
10E200 2220 3000 34 000000			EDUCATION FUND/DISTRICT	WIDE/ED. MEDIA/PURCHASED SERVIC		68.75	
1015119 HEALTH MANAGEMENT SYSTEMS		02/21/2023	2023-6610	2022-23 HEALTH INSURANCE	2502300195	1,603.98	3,207.96
10E200 2610 2220 22 000000			EDUCATION FUND/DISTRICT	WIDE/DISTRICT BENEFITS/MEDICAL		1,603.98	
			2023-6696	2022-23 HEALTH INSURANCE	2502300209	1,603.98	
10E200 2610 2220 22 000000			EDUCATION FUND/DISTRICT	WIDE/DISTRICT BENEFITS/MEDICAL		1,603.98	
1015120 HIGHLAND PARK FORD		02/21/2023	161302	HP FORD REQUESTED BY DAN D, OIL CHANGE AND FILTER TO HIS TRUCK INV#161302 OK TO PAY	2202300517	50.33	50.33
20E200 2540 4213 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT	WIDE/OPER. & MAI		50.33	
1015121 HIGHLAND PARK CHAMBER OF COMME		02/21/2023	83526	2023 MEMBERSHIP RENEWAL. INVOICE #83526	2302300056	455.00	455.00
10E200 2310 6000 99 000000			EDUCATION FUND/DISTRICT	WIDE/BOARD OF ED./OTHER OBJECTS		455.00	
1015122 HUMANADENTAL		02/21/2023	378638672	2022-23 DENTAL INSURANCE PREMIUM	2502300196	1,721.75	1,721.75
10E200 2610 2230 22 000000			EDUCATION FUND/DISTRICT	WIDE/DISTRICT BENEFITS/DENTAL I		1,721.75	

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1015123	THE HYDE PARK DAY SCHOOL	02/21/2023	H20221212	PRIVATE TUITION - DECEMBER 2022 -	2122300294	21,849.67	21,849.67
10E200	1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		21,849.67	
1015124	Vendor Continued Void	02/21/2023					0.00
1015125	IDLEWOOD ELECTRIC SUPPLY, INC.	02/21/2023	855942	IDLEWOOD BP0	2502300019	157.35	956.03
20E200	2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		157.35	
			856193	SUPPLIES NEED IT FOR VITY BUILDING, ORDERED BY DAN D. INV#856225 AND #856193 OK TO PAY	2202300521	475.56	
20E130	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/VITI BUILDING/OPER. & MAI		475.56	
			856225	SUPPLIES NEED IT FOR VITY BUILDING, ORDERED BY DAN D. INV#856225 AND #856193 OK TO PAY	2202300521	89.84	
20E130	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/VITI BUILDING/OPER. & MAI		89.84	
			856483	IDLEWOOD BP0	2502300019	233.28	
20E200	2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		233.28	
1015126	ILLINOIS-SPEECH LANGUAGE-HEARI	02/21/2023	01312023NSSD	PROFESSIONAL DEVELOPMENT ISHA-CONFERENCE 2023 Brooke Folkrod Morgan Mccarthy Julie Schatz Jill Baranowki John Carter	2122300309	2,015.00	2,015.00
10E200	2210 3000 35 462000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		2,015.00	
1015127	INFINITE CAMPUS	02/21/2023	SRVINV029595	POINT OF SALE EQUIPMENT FOR NORTHWOOD, OAK TERRACE AND RED OAK SCHOOLS.	2502300024	12,696.00	12,696.00
15E200	2560 5000 90 000000			FOOD SERVICE/DISTRICT WIDE/FOOD SERVICE/CAPITAL OUTLAY/		12,696.00	
1015128	ISCORP	02/21/2023	0728730	SKYWARD HOSTING SERVICES FISCAL YEAR 22/23	2502300009	1,750.00	3,500.00
10E200	2520 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		1,750.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			0729992	SKYWARD HOSTING SERVICES FISCAL YEAR 22/23	2502300009	1,750.00	
10E200 2520 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		1,750.00	
1015129	Joey's Movers	02/21/2023	85366	++++QUOTE+++++ +++++ MOVING SERVICES FROM GREENBAY TO VITI BUILDING ON PHASE 1 (2/2/23): SUPERINTENDENT, HP, COMM) AND PHASE 2 (2/9/23) TL;SS;B0) NOTE: TOTAL PRICE MIGHT VARY UNTIL ALL IS DONE. OK TO PAY	2202300540	615.00	3,430.00
20E200 2540 3000 38 375000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		615.00	
			85479	MOVING SCHEDULE FOR STORAGE ITEMS TO THE NEW WAREHOUSE INV#85479. OK TO PAY	2202300570	2,815.00	
20E200 2540 3000 38 375000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,815.00	
1015130	JOHNSON CONTROLS SECURITY SOLU	02/21/2023	38364704	INSTALLATION CHARGE AT EDGEWOOD SCHOOL INV#38364704 ON 1/12/23 OK TO PAY	2202300537	100.00	100.00
20E020 2540 3212 31 000000				OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		100.00	
1015131	DARNELL JONES	02/21/2023	112022	BASKETBALL REFEREE/EW	202300098	220.00	220.00
10E020 1100 3000 38 000000				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		220.00	
1015132	KELLY EDUCATION	02/21/2023	734892	PURCHASED SERVICES - TUTORING	2102200141	324.72	324.72
10E200 1100 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		324.72	
1015133	KESHET SCHOOL	02/21/2023	27063	PRIVATE SCHOOL TUITION - INVOICE #27063 - JANUARY 2023 - NL	2122300319	8,969.44	8,969.44
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		8,969.44	

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1015134	CHRISTOPHER KOZLOWSKI	02/21/2023	01232023	MILEAGE REIMBURSEMENT - DEC 2022	2122300312	718.20	1,307.58
40E200 2550 3000 47 000000			TRANSPORTATION FUND/DISTRICT WIDE/TRANSPORTATION/PURCHA			718.20	
			01312023	MILEAGE & TOLLS REIMBURSEMENT - SPED TRANSPORTATION - JANUARY 2023	2122300315	589.38	
40E200 2550 3000 47 000000			TRANSPORTATION FUND/DISTRICT WIDE/TRANSPORTATION/PURCHA			589.38	
1015135	KRIHA BOUCEK	02/21/2023	4531	LEGAL SERVICES	2302300057	7,317.50	7,717.50
10E200 2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER			7,317.50	
			4532	LEGAL SERVICES	2302300057	400.00	
10E200 2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER			400.00	
1015136	Vendor Continued Void	02/21/2023					0.00
1015137	LAKELAND/LARSEN ELEVATOR CORPO	02/21/2023	94934	ELEVATOR SERVICE FOR NORTHWOOD (MONTHLY MAINTENANCE) AND OLDER INVOICE (#2202300265) WHERE A TECH INSTALLED NEW UPS IN ELEVATOR PER PROPOSAL @WT SCHOOL OK TO PAY	2202300523	1,049.00	2,300.50
20E110 2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN			824.00	
20E060 2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			225.00	
			95024	ELEVATOR SERVICES FOR NORTHWOOD AND OAK TERRACE INV#94934 AND INV#95024 OK TO PAY	2202300549	199.00	
20E070 2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT			199.00	
20E060 2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			0.00	
			95071	MONTHLY ELEVATOR MAINTENANCE FOR: EP,OT,EW,RO,WT,NW, PRESSURE TEST, DISCOUNT EW CONSTRUCTION. INV#95071 OK TO PAY	2202300557	1,052.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200 2540 3217 31 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,052.50	
1015138	LAKESHORE RECYCLING SYSTEMS	02/21/2023	0005226734	TRASH & RECYCLING BILLING FOR BRAE, EP, RAV, SHER, I T, RO, WT, GB, NW, EW, L INC SS ON JANUARY 2023 OK TO PAY	2202300550	4,715.88	4,715.88
20E010 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		405.10	
20E020 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		605.00	
20E030 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		597.07	
20E040 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		498.72	
20E050 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU		81.54	
20E060 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		528.37	
20E080 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PU		308.99	
20E090 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PU		386.76	
20E100 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		224.31	
20E110 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		258.64	
20E120 2540 3000 86 000000				OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		821.38	
1015139	LAKE FOREST SCHOOL DISTRICT 67	02/21/2023	02042023	PAYMENT FOR WRESTLING TOURNAMENT ON FEB 4/JM/NW	602300140	225.00	225.00
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		225.00	
1015140	LARSON EQUIPMENT COMPANY	02/21/2023	8302-1	FURNITURE QUOTE NUMBER 22BDM-591258/C FOR EDGEWOOD MIDDLE SCHOOL ; PRICING PER OMNIA CONTRACT	2202300120	11,851.28	11,851.28
20E200 2540 5000 96 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		6,046.51	
62E200 2540 5000 96 000000				EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		5,804.77	
1015141	LEXIA LEARNING SYSTEMS LLC	02/21/2023	SIN097238	2022-2023 - PURCHASED SERVICES - TITLE II	2102300186	7,385.00	7,385.00
10E200 2210 3000 34 493200				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		7,385.00	
1015142	Vendor Continued Void	02/21/2023					0.00
1015143	LIBERTYVILLE MUSIC CENTER	02/21/2023	1658374	PAYMENT NEEDED FOR MUSICAL REPAIRS/MD/NW	602300146	92.00	7,498.45
10E060 1100 3000 31 100031				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/PURCHASED SER		92.00	
			1658735	DISTRICT REPAIR/EW	202300091	28.00	

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10E020 1100 3000 31 100031				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		28.00	
			1658750	PAYMENT NEEDED FOR MUSICAL REPAIRS/MD/NW	602300146	80.00	
10E060 1100 3000 31 100031				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/PURCHASED SER		80.00	
			1658754	PAYMENT NEEDED FOR MUSICAL REPAIRS/MD/NW	602300146	32.00	
10E060 1100 3000 31 100031				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/PURCHASED SER		32.00	
			90379	DISTRICT INSTRUMENT REPAIRS/EW	202300099	7,266.45	
10E020 1100 3000 31 100031				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		7,266.45	
1015144 LISA WESTMAN CONSULTING INC.	02/21/2023	748		2022-2023 - PURCHASED SERVICES - CONSULTANT	2102300233	6,050.00	6,050.00
10E200 2210 3000 34 493200				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		6,050.00	
1015145 LOWERY MCDONNELL COMPANY	02/21/2023	IN0005840		2 ADJUSTABLE SHELVES LAMINATE AND A CABINET WITH DOORS AND DRAWERS LAMINATE , BLACK HANDLE. ORDERED FOR RAVINIA SCHOOL. INV#5840 OK TO PAY	2202300569	1,615.00	608,553.31
20E200 2540 5000 90 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,615.00	
			IN0005880	FURNITURE QUOTE NUMBER 145369 FOR EDGEWOOD MIDDLE SCHOOL; PRICING PER NCPA CONTRACT	2202300111	606,938.31	
20E200 2540 5000 96 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		606,938.31	
1015146 Vendor Continued Void	02/21/2023						0.00
1015147 MARISSA BENNETT CONSULTING, LL	02/21/2023	5387267		ARP / SPECIAL ED PURCHASED SERVICES - INVOICE #5387267 - OCTOBER 2022	2122300298	6,375.00	14,100.00
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		450.00	
10E200 2210 3000 34 462100				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		5,925.00	

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			5642978	ARP / SPECIAL ED PURCHASED SERVICES - OUTSIDE CONSULTANT - JANUARY 2023 - INVOICES #5642978, 5643129, 5643151	2122300289	3,450.00	
10E200 1200 3000 38 000000			EDUCATION FUND/DISTRICT	WIDE/SPECIAL ED./PURCHASED SERV		245.63	
10E200 2210 3000 34 462100			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		3,204.37	
			5643129	ARP / SPECIAL ED PURCHASED SERVICES - OUTSIDE CONSULTANT - JANUARY 2023 - INVOICES #5642978, 5643129, 5643151	2122300289	1,250.00	
10E200 1200 3000 38 000000			EDUCATION FUND/DISTRICT	WIDE/SPECIAL ED./PURCHASED SERV		89.00	
10E200 2210 3000 34 462100			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		1,161.00	
			5643151	ARP / SPECIAL ED PURCHASED SERVICES - OUTSIDE CONSULTANT - JANUARY 2023 - INVOICES #5642978, 5643129, 5643151	2122300289	3,025.00	
10E200 1200 3000 38 000000			EDUCATION FUND/DISTRICT	WIDE/SPECIAL ED./PURCHASED SERV		215.37	
10E200 2210 3000 34 462100			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		2,809.63	
1015148 MARZANO RESOURCES, LLC		02/21/2023	M215216	2021-2022 - PURCHASED SERVICES - PD REGISTRATIONS	2102300031	12,800.00	19,200.00
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		12,800.00	
			M215252	2021-2022 - PURCHASED SERVICES - PD REGISTRATIONS	2102300031	6,400.00	
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT	WIDE/IMPROVE INSTR./PURCHASED S		6,400.00	
1015149 MASTERS OF BROADWAY		02/21/2023	01232023	2022-2023 - PURCHASED	2102300210	2,500.00	2,500.00

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				SERVICES - FOUNDATION GRANT			
10E200 1100 3000 38 192004				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,500.00	
1015150	MIDWEST PRINCIPALS' CENTER	02/21/2023	5988	2023 ORGANIZATIONAL MEMBERSHIP RENEWAL. INVOICE #5988	2302300055	505.00	505.00
10E200 2310 6000 99 000000				EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./OTHER OBJECTS		505.00	
1015151	MINNESOTA MEMORY	02/21/2023	39970	SUPPLIES, OTHER	5552300189	5,380.00	6,639.58
10E200 2220 4000 65 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		5,380.00	
			40080	REPAIR, CHROMEBOOK PARTS	5552300196	1,259.58	
10E200 2220 4000 31 190000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		1,259.58	
1015152	Vendor Continued Void	02/21/2023					0.00
1015153	Vendor Continued Void	02/21/2023					0.00
1015154	MODERN MEDIA TECH LLC	02/21/2023	4911	PURCHASED SERVICE, OTHER (DOOR SECURITY)	5552300077	11,890.00	75,110.00
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		11,890.00	
			4943	PURCHASED SERVICE, OTHER	5552300135	5,145.00	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		5,145.00	
			4948	CAPITAL, EDGEWOOD TV ROOM 217	5552300190	740.00	
62E200 2540 5000 96 000000				EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		740.00	
			4949	CAPITAL OUTLAY, NEW EQUIPMENT (VITI BUILDING)	5552300203	10,260.00	
10E200 2220 5000 90 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		10,260.00	
			4971	EDGEWOOD CONSTRUCTION - AV (DISPLAYS, SIGNAGE, CLASSROOMS)	5552300143	32,000.00	
62E200 2540 5000 96 000000				EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		32,000.00	
			4972	CAPITAL OUTLAY, NEW EQUIPMENT, EDGEWOOD	5552300149	1,200.00	
20E200 2540 5000 90 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,200.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			4973	CAPITAL OUTLAY NEW EQUIPMENT - EW GYM AV	5552300142	1,350.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			1,350.00	
			4974	EDGEWOOD CONSTRUCTION - CCTV	5552300139	4,200.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			4,200.00	
			4975	CAPITAL OUTLAY, NEW EQUIPMENT, EDGEWOOD	5552300146	350.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			350.00	
			4976	EDGEWOOD CONSTRUCTION - DOOR ACCESS	5552300140	3,875.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			3,875.00	
			4977	CAPITAL OUTLAY, NEW EQUIPMENT, EDGEWOOD	5552300148	2,000.00	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C			2,000.00	
			4978	CAPITAL OUTLAY NEW EQUIPMENT - EXTRA VERKADA SENSORS, EW	5552300144	225.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			225.00	
			4979	EDGEWOOD CONSTRUCTION - ENVIRONMENTAL SENSORS	5552300141	1,875.00	
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			1,875.00	
1015155 N2Y		02/21/2023	INV-1062252	SUPPLEMENTAL RESOURCES - IDEA - GREEN BAY SUBSCRIPTION FOR SYMBOLSTIX	2122300299	154.99	154.99
10E200 1100 4000 65 462000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES			154.99	
1015156 NAPA AUTO PARTS		02/21/2023	123604	AUTO PART SUPPLIES FY23; OK TO PAY	2202300062	73.43	73.43
20E200 2540 4213 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			73.43	
1015157 NASCO		02/21/2023	344640	BR/NEW ART	102300015	2,127.92	3,214.76

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				SUPPLIES FOR ART CLASSES			
10E010 1100 4000 52 000000			EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M			2,127.92	
			362329	BR/NEW ART SUPPLIES FOR ART CLASSES	102300015	869.64	
10E010 1100 4000 52 000000			EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M			869.64	
			3724400	BR/NEW ART SUPPLIES FOR ART CLASSES	102300015	217.20	
10E010 1100 4000 52 000000			EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M			217.20	
1015158 NEMETH GLASS OF ILLINOIS, INC+	02/21/2023	174025	SERVICE PROVIDED TO THE NEW EDGEWOOD SCHOOL INV#174025 OK TO PAY	2202300509		940.00	940.00
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			940.00	
1015159 NEW SOLUTIONS K-12	02/21/2023	0000173	2022-2023 - PURCHASED SERVICES - PD	2102300039		33,500.00	33,500.00
10E200 2210 3000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			33,500.00	
1015160 NEW CONNECTIONS ACADEMY	02/21/2023	14394	PRIVATE SCHOOL TUITION - JANUARY 2023 - INVOICE #14394	2122300313		5,341.35	5,341.35
10E200 1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI			5,341.35	
1015161 NEXTERA ENERGY SERVICES	02/21/2023	50510235666029	OLD INVOICE THAT NEED TO BE PAID. TOTAL \$53,991.10 -AFTER THIS WE ARE UP TO DATE OK TO PAY- DISTRICT WIDE (NO BACK UP)	2202300559		53,991.10	53,991.10
20E010 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S			3,779.38	
20E020 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S			5,939.02	
20E030 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./			5,939.02	
20E040 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN			4,319.29	
20E050 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU			1,619.73	
20E060 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			5,939.02	
20E070 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT			7,558.75	
20E080 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./SU			4,319.29	
20E090 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SU			2,699.56	
20E100 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S			4,319.29	
20E110 2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN			3,239.47	

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20E120 2540 4000 69 000000				OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		4,319.28	
1015162	NORTH SHORE GAS	02/21/2023	4439200682	GAS BILL FOR GREENHOUSE (IT) SS ON 12/15/22 TO 1/13/23 OK TO PAY	2202300548	800.07	800.07
10E040 2540 3000 38 000067				EDUCATION FUND/INDIAN TRAIL/OPER. & MAINT./PURCHASED SE		800.07	
1015163	NORTHSHORE HEALTHCARE TUTORING	02/21/2023	NS-112-04	STUDENT SERVICES PURCHASED SERVICES - HOSPITAL TUTORING - JANUARY 9-12, 2023 - INVOICE #NS-112-04 **OKAY TO PAY**	2122300323	140.00	140.00
10E200 2190 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/STUDENT SERVICES/PURCHASED		140.00	
1015164	OFFICE DEPOT, INC.***	02/21/2023	286182240001	SUPPLY NEEDED FOR NEW STUDENTS F/R DIFF ITEMS/NW/JS	602300138	157.01	208.57
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		157.01	
			289907939001	CLASSROOM SUPPLY FOR RAMIREZ/NW/BR	602300144	37.60	
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		37.60	
			289907944001	CLASSROOM SUPPLY FOR RAMIREZ/NW/BR	602300144	13.96	
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		13.96	
1015165	Vendor Continued Void	02/21/2023					0.00
1015166	ORGANICLIFE, LLC	02/21/2023	113602066742	FOOD SERVICE BREAKFAST & LUNCH 07/01/2022 - 06/30/2023	2502300022	509.50	45,264.53
10E200 2560 3000 41 000000				EDUCATION FUND/DISTRICT WIDE/FOOD SERVICE/PURCHASED SER		509.50	
			113602066743	NATIONAL FOOD SERVICE BREAKFAST & LUNCH 07/01/2022 - 06/30/2023	2502300021	37,388.19	
15E200 2560 3000 41 000000				FOOD SERVICE/DISTRICT WIDE/FOOD SERVICE/PURCHASED SERVI		37,388.19	
			113602066744	FOOD SERVICE BREAKFAST & LUNCH 07/01/2022 - 06/30/2023	2502300022	6,708.84	
10E200 2560 3000 41 000000				EDUCATION FUND/DISTRICT WIDE/FOOD SERVICE/PURCHASED SER		6,708.84	

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			113602066745	FOOD SERVICE BREAKFAST & LUNCH 07/01/2022 - 06/30/2023	2502300022	509.50	
10E200	2560 3000 41 000000		EDUCATION FUND/DISTRICT WIDE/FOOD SERVICE/PURCHASED SER			509.50	
			113602066971	FOOD SERVICES (BOXED LUNCHES) INVOICE # 113602066971	1202300047	82.50	
10E120	1125 4000 16 000000		EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			82.50	
			113602067000	FOOD SERVICES (BOXED LUNCHES) INVOICE # 113602067000	1202300048	66.00	
10E120	1125 4000 16 000000		EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			66.00	
1015167	PAPER TIGER DOCUMENT SOLUTIONS	02/21/2023	38777	ON-SITE PAPER DESTRUCTION OF NON-STATE APPROVAL DOCUMENTS OR DUPLICATE FILES OF ORIGINAL DOCUMENTS.	2502300203	959.00	959.00
10E200	2520 3000 38 000000		EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED			959.00	
1015168	Vendor Continued Void	02/21/2023					0.00
1015169	JW PEPPER & SON, INC.***	02/21/2023	364804024	BAND MUSIC SUPPLIES/EW	202300058	125.99	621.77
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			125.99	
			364810365	BAND MUSIC SUPPLIES/EW	202300058	95.00	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			95.00	
			364836747	MUSIC SHEETS NEEDED FOR 2ND HALF OF YEAR FOR BAND/ORCH/MD/NW	602300119	285.99	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			285.99	
			364864740	MUSIC ORDER FOR ENSEMBLE PIECES/MD/NW	602300123	64.79	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			64.79	
			364870780	MUSIC SHEETS NEEDED FOR 2ND	602300119	50.00	

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10E060 1100 4000 50 000000				HALF OF YEAR FOR BAND/ORCH/MD/NW EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		50.00	
1015170	SONOVA USA INC***	02/21/2023	5137955431	SPECIAL ED STUDENT SUPPLIES - MYLINK HEADPHONES	2122300257	49.79	49.79
10E200 1200 4000 50 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./SUPPLIES AND M		49.79	
1015171	PITNEY BOWES***	02/21/2023	80009000075614790117	POSTAGE REFILL	2502300201	2,232.69	2,232.69
10E200 1100 3000 48 000000				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,232.69	
1015172	LES PREUSS	02/21/2023	11220221172022	VOLLEYBALL REFEREE/EW	202300093	360.00	360.00
10E020 1100 3000 38 000000				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		360.00	
1015173	PRO-CARE THERAPY	02/21/2023	20576913	SPECIAL ED PURCHASED SERVICES - SCHOOL PARAPROFESSIONAL - INVOICE #20576913 - JANUARY 10-13, 2023	2122300302	1,470.15	2,967.03
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		1,470.15	
			20583935	SPECIAL ED PURCHASED SERVICES - SCHOOL PARAPROFESSIONAL - INVOICE #20583935 - JANUARY 17-20, 2023	2122300308	1,496.88	
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		1,496.88	
1015174	PRO-ED***	02/21/2023	2975340	PSYCH SUPPLIES - ONLINE SCORING & REPORT SYSTEM FOR SB5 - RENEWAL FOR 22-23	2122300300	83.00	83.00
10E200 2140 4000 50 000000				EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/SUPPLIES AND		83.00	
1015175	NITIN RAO	02/21/2023	11142022	BASKETBALL REFEREE/EW	202300097	120.00	120.00
10E020 1100 3000 38 000000				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		120.00	
1015176	R.E. ALLEN AND ASSOCIATES LTD	02/21/2023	44269	BOUNDARY AND TOPOGRAPHICAL	2202300515	1,600.00	1,600.00

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				SURVEY FOR BRAESIDE SCHOOL; INVOICE NUMBER 44269; PER JEREMY DAVIS; OK TO PAY PER REFERENDUM.			
65E200	2540 5000 95 000000		BRAESIDE 2022 REFERENDUM	WORK/DISTRICT WIDE/OPER. & MAI		1,600.00	
1015177	R&G CONSULTANTS	02/21/2023	6062	SPECIAL ED PURCHASED SERVICES - MEDICAID REIMBURSEMENT SERVICES - INVOICE #6062 - NOVEMBER 2022	2122300304	4,238.68	4,238.68
10E200	1200 3000 38 000000		EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV			4,238.68	
1015178	RIDDIFORD ROOFING CO	02/21/2023	0020598-IN	PERFORMED THE FOLLOWING ROOF WORK: CUT CORES IN FIELD OF ROOF COORDINATE WITH TONY LODEN FROM INSPEC, SERVICE WAS ON 10/11/22 INV20598 (REFERENDUM FOR INDIAN TRAIL SCHOOL) OK TO PAY	2202300543	3,374.00	3,374.00
63E200	2540 5000 95 000000		INDIAN TRAIL 2022 REFERENDUM/DISTRICT WIDE/OPER. & MAIN			3,374.00	
1015179	RED OAK SCHOOL PTO	02/21/2023	01172023	AFTER SCHOOL ACTIVITIES 15 SCHOLARSHIPS	902300071	2,950.00	2,950.00
10E200	1100 3000 38 192006		EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED			2,950.00	
1015180	SCHOOL HEALTH CORPORATION***	02/21/2023	4140360-01	HEALTH OFFICE SUPPLIES/EW	202300054	62.98	62.98
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			62.98	
1015181	SCHOLASTIC CLASSROOM MAGAZINES	02/21/2023	45690203	I-READ STUDENT BOOKS	902300072	1,057.44	1,057.44
10E200	1100 3000 38 192006		EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED			1,057.44	
1015182	SCHOOL CLOUD SYSTEMS LTD	02/21/2023	120350	SOFTWARE/SITE LICENSE	5552300208	7,303.84	7,303.84
10E200	2220 3000 80 000000		EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC			7,303.84	
1015183	Vendor Continued Void	02/21/2023					0.00

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1015184	SCHURING & SCHURING, INC.	02/21/2023	6653487	GENERAL SUPPLIES MILK PURCHASED FOR STUDENTS FROM SCHURING AND SCHURING	1202300044	27.77	171.87
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			27.77	
			6653573	GENERAL SUPPLIES MILK PURCHASED FOR STUDENTS FROM SCHURING AND SCHURING	1202300044	27.77	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			27.77	
			6653823	GENERAL SUPPLIES PURCHASED FROM SCHURING AND SCHURING	1202300052	27.37	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			27.37	
			6653910	GENERAL SUPPLIES PURCHASED FROM SCHURING AND SCHURING	1202300052	20.53	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			20.53	
			6653999	GENERAL SUPPLIES PURCHASED FROM SCHURING AND SCHURING	1202300052	41.06	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			41.06	
			6654081	GENERAL SUPPLIES PURCHASED FROM SCHURING AND SCHURING	1202300052	27.37	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			27.37	
1015185	SECURED TECH SOLUTIONS, LLC	02/21/2023	20230125-04	SUPPLIES, OTHER	5552300191	2,500.00	2,500.00
10E200 2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			2,500.00	
1015186	SMITHEREEN PEST MANAGEMENT***	02/21/2023	2932748	PEST CONTROL FOR ALL SCHOOLS, OKAY TO PAY	2202300565	506.00	506.00
20E200 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			29.66	
20E090 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PE			41.34	
20E110 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN			44.94	
20E100 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P			35.05	
20E080 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PE			41.34	
20E070 2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT			49.43	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E050	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PE		41.34	
20E040	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		41.34	
20E030	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		49.43	
20E010	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		41.34	
20E120	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		90.79	
1015187	Vendor Continued Void	02/21/2023					0.00
1015188	SOLIANT	02/21/2023	20551166	STUDENT SERVICES PURCHASED SERVICES - REMOTE TEACHER DECEMBER 5, 6, 2022 PSYCH SERVICES PURCHASED SERVICES - SUB PSYCH - DECEMBER 5, 8, 9, 2022 INVOICE #20551166	2122300301	2,480.00	7,980.00
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		2,000.00	
10E200	2190 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/STUDENT SERVICES/PURCHASED		480.00	
			20574205	PSYCH OTHER PURCHASED SERVICES - SUB PSYCH - INVOICE #20574205 - JANUARY 9, 12, 13, 2023	2122300297	2,000.00	
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		2,000.00	
			20581357	PSYCH PURCHASED SERVICES - SUB PSYCH - JANUARY 18-20, 2023 - INVOICE #20581357	2122300303	2,000.00	
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		2,000.00	
			20588749	PSYCH SERVICES PURCHASED SERVICES - SUB PSYCH - INVOICE #20588749 - JANUARY 23, 26, 2023 - WT	2122300325	1,500.00	
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		1,500.00	
1015189	Vendor Continued Void	02/21/2023					0.00
1015190	SOUND INCORPORATED	02/21/2023	72798	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE	5552300164	15,000.00	137,703.70

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				SCHOOLS)			
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		15,000.00	
			72833	CAPITAL OUTLAY, NEW EQUIPMENT	5552300145	1,547.50	
10E200 2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED.	MEDIA/CAPITAL OUTLAY/C		1,547.50	
			72851	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	18,600.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		18,600.00	
			72856	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	15,000.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		15,000.00	
			72857	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	25,500.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		25,500.00	
			72858	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	14,700.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		14,700.00	
			72859	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	14,400.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		14,400.00	
			72861	CAPITAL OUTLAY, NEW EQUIPMENT (MULTIPLE SCHOOLS)	5552300164	14,100.00	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		14,100.00	
			72861-	INTERCOM UPGRADE, LINCOLN SCHOOL	5552300186	18,856.20	
20E200 2540 5000 90 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		18,856.20	
1015191	SPECIAL EDUCATION DISTRICT	02/21/2023	2023-01-19-ITIN-112	PUBLIC TUITION SERVICES - SEDOL - INVOICE	2122300296	306.00	306.00

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				#2023-01-19-ITIN-1 12			
10E200 4220 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP	ED TUITION PUBLIC/TUITI		306.00	
1015192	Vendor Continued Void	02/21/2023					0.00
1015193	Staples Business Advantage	02/21/2023	201755607-0-1	STAPLES/JENNIFER CIRAL/SW	1002300012	17.58	1,869.08
10E100 1100 4000 50 000000			EDUCATION FUND/SHERWOOD/REGULAR	PROGRAMS/SUPPLIES AND M		17.58	
			201974546-0-1	Staples/Jackie Jacobson/SW	1002300021	31.28	
10E100 1100 4000 50 000000			EDUCATION FUND/SHERWOOD/REGULAR	PROGRAMS/SUPPLIES AND M		31.28	
			201974546-0-2	Staples/Jackie Jacobson/SW	1002300021	33.99	
10E100 1100 4000 50 000000			EDUCATION FUND/SHERWOOD/REGULAR	PROGRAMS/SUPPLIES AND M		33.99	
			202391145-0-1	BR/SECURITY BADGES	102300029	51.99	
10E010 1100 4000 50 000000			EDUCATION FUND/BRAESIDE/REGULAR	PROGRAMS/SUPPLIES AND M		51.99	
			202794098-0-1	OFFICE/OT	702300060	199.25	
10E070 1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR	PROGRAMS/SUPPLIES AN		199.25	
			203184185-0-1	22-23 PAYROLL/INSURANCE SUPPLIES	2502300047	51.01	
10E200 2520 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL	SERVICES/SUPPLIES A		51.01	
			203940908-0-1	OFFICE SUPPLIES	2102300096	47.72	
10E200 2520 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL	SERVICES/SUPPLIES A		47.72	
			204241335-0-1	GENERAL SUPPLIES/DUBOIS	2002300022	103.98	
10E200 2642 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/PERSONNEL	SUPPLIES AND MAT		103.98	
			204257749-0-1	GENERAL SUPPLIES	1002300101	103.98	
10E100 1100 4000 50 000000			EDUCATION FUND/SHERWOOD/REGULAR	PROGRAMS/SUPPLIES AND M		103.98	
			204287732-0-1	BR/XEROX PAPER FOR STAFF	102300061	829.80	
10E010 1100 4000 70 000000			EDUCATION FUND/BRAESIDE/REGULAR	PROGRAMS/SUPPLIES AND M		829.80	
			204294960-0-1	GENERAL SUPPLIES	1202300029	239.10	
10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK	REGULAR/SUPPLIES A		239.10	
			204328559-0-1	LABELS FOR THE SIGN IN PRINTER/AF/NW	602300085	159.40	
10E060 1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR	PROGRAMS/SUPPLIES AND		159.40	

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1015194	SUNSET FOOD MART, INC.	02/21/2023	00191620	SNACKS FOR GREEN BAY PRESCHOOL	1202300014	457.00	1,467.10
10E120 1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			457.00	
			00191930	SNACKS FOR GREEN BAY PRESCHOOL	1202300014	359.30	
10E120 1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			359.30	
			00192237	SNACKS FOR GREEN BAY PRESCHOOL	1202300014	611.20	
10E120 1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			611.20	
			00192292	SNACKS FOR GREEN BAY PRESCHOOL	1202300014	39.60	
10E120 1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			39.60	
1015195	T MOBILE	02/21/2023	97228284901222023	100 MOBILE HOT SPOTS, ACCT 972282849	5552300018	1,500.00	1,500.00
10E200 2220 3000 38 421000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC			1,500.00	
1015196	THE MULCH CENTER	02/21/2023	318539	THE MULCH CENTER BPO	2502300020	404.75	404.75
20E200 2540 3283 89 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			404.75	
1015197	THOMSON REUTERS - WEST	02/21/2023	847630101	PURCHASED SERVICES - STUDENT SERVICES - SY2022-23	2122300043	471.33	471.33
10E200 2190 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/STUDENT SERVICES/PURCHASED			471.33	
1015198	TOBII DYNAVox LLC	02/21/2023	INV00365102	PURCHASED SERVICES RENEWAL BOARDMAKER PER QUOTE Q028137	2122300215	4,905.35	4,905.35
10E200 1200 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV			4,905.35	
1015199	TOLEDO PHYSICAL EDUC SUPPLY***	02/21/2023	316799-00	TOLEDO PE SUPPLY/PE DEPARTMENT/SW	1002300091	371.70	371.70
10E100 1100 4000 53 000000			EDUCATION FUND/SHERWOOD/REGULAR PROGRAMS/SUPPLIES AND M			371.70	
1015200	TOWNSHIP HIGH SCHOOL DIST. 113	02/21/2023	202330027	HPHS SHOWCASE/EW	202300092	700.00	700.00
10E020 1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			700.00	
1015201	Vendor Continued Void	02/21/2023					0.00
1015202	TRANE U.S. INC***	02/21/2023	13588985	TRANE INVOICE #13588985 1-COUPILING, SHAFT, 2 BEARING,	2202300505	312.21	121,380.61

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20E200	2540 3203 31 000000			HANGER NO MORE DETAILS OK TO PAY			
			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		312.21	
			13737806	JAVIER H ORDER A PART FOR OT SCHOOL. IS ONE CUTOFF FAN 1/17/23 IS REDAY TO PICK UP OK TO PAY	2202300495	357.40	
20E070	2540 3203 31 000000			OPERATIONS & MAINTENANCE	FUND/OAK TERRACE/OPER. & MAINT	357.40	
			313320318	COIL REPLACEMENT FOR EDGEWOOD MIDDLE SCHOOL INV#313320318 OK TO PAY	2202300556	18,302.00	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		18,302.00	
			313339495	SERVICE AGREEMENT 3173307 CONTRACT TYPE IS BAS SCHEDULE MAITENANCE, BILLING FREQUENCY IS ANNUAL, STARTING ON 2/1/23 INV#313339495 OK TO PAY	2202300555	102,409.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI	102,409.00	
1015203	Vendor Continued Void	02/21/2023					0.00
1015204	ULINE***	02/21/2023	158034952	SUPPLY OFFICE: WHITE BOARD, COLOR ERASE MARKERS ORDERED BY GREG R. OK TO PAY	2202300468	445.65	3,397.15
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI	445.65	
			158317636	MOVING BOXES AND EXTRA TAPE NEED IT FOR GB OK TO PAY	2202300473	976.40	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI	976.40	
			158892563	PERSONEL OFFICE MOVING SUPPLIES :	2202300502	576.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				20 GAYLORD BOXES ORDERED BY OPERATION DEPTO OK TO PAY			
20E200 2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			576.00	
			158935775	MOVING BOXES FOR GB GREG RILEY ORDERED NEED A TOTAL 225 OK TO PAY	2202300504	719.10	
20E200 2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			719.10	
			159204336	CLASSROOM MATERIALS FOR BRAESIDE	2202300524	680.00	
20E200 2540 4000 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			680.00	
1015205 United Rentals (North America)	02/21/2023	203895023-012	MONTHLY INVOICE FOR A RENTAL CONTAINER FOR SHERWOOD INV#203895023-012 SS ON JANUARY 2023 OK TO PAY	2202300501		184.00	184.00
20E100 2540 3000 32 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P			184.00	
1015206 U.S. GAMES***	02/21/2023	920188326	USGAMES/PE/RA	802300018		27.74	27.74
10E080 1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			27.74	
1015207 GABRIEL VITI REVOCABLE TRUST	02/21/2023	03012023	MONTHLY RENT BPO	2502300193		20,400.00	20,400.00
20E200 2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			20,400.00	
1015208 WAREHOUSE DIRECT***	02/21/2023	5399514-0	COLORLED PAPER NEEDED IN OFFICE/JS/NW	602300124		102.66	102.66
10E060 1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			102.66	
1015209 Vendor Continued Void	02/21/2023						0.00
1015210 WIGHT & COMPANY	02/21/2023	180038-040	PROFESSIONAL SERVICES FOR ADDITION AND RENOVATIONS FOR EDGEWOOD SCHOOL; INVOICE NUMBER#180038-040 OK TO PAY	2202300512		29,569.00	350,464.80
62E200 2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			29,569.00	
			220112-005	PROFESSIONAL	2202300513	159,713.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				SERVICES FOR RAVINIA SCHOOL ADDITIONS AND RENO; INVOICE NUMBER: 220112-005 OK TO PAY PER REFERENDUM			
64E200	2540 5000 95 000000		RAVINIA 2022 REFERENDUM	WORK/DISTRICT WIDE/OPER. & MAIN		159,713.50	
			220113-005	PROFESIONAL SERVICES FOR INDIAN TRAIL RENOVATIONS; INVOICE NUMBER: 220113-005 OK TO PAY PER REFERENDUM.	2202300514	133,182.30	
63E200	2540 5000 95 000000		INDIAN TRAIL 2022 REFERENDUM	DISTRICT WIDE/OPER. & MAIN		133,182.30	
			220114-005	PROFESIONAL SERVICES FOR THE CENTRAL KITCHEN; INVOICE NUMBER 220114-005; OK TO PAY PER REFERENDUM	2202300511	28,000.00	
68E200	2540 5000 95 000000		CENT. KITCHEN 2022 REFERENDUM	DISTRICT WIDE/OPER. & MAI		28,000.00	
1015211	WILLSCOT/WILLIAMS SCOTSMAN	02/21/2023	9016592369	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(P0 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202300051	254.00	254.00
20E200	2540 3000 38 000000		OPERATIONS & MAINTENANCE	FUND/DISTRICT WIDE/OPER. & MAI		254.00	
1015212	WITH PARTNERS	02/21/2023	0000010	2022-2023 - PURCHASED SERVICES - PD	2102300200	6,000.00	6,000.00

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10E200 1100 3000 38 430000				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		6,000.00	
1015213	XEROX FINANCIAL SERVICES	02/21/2023	3744160	COPIER EXPENSE - DISTRICT WIDE - OPEN PO - FY23	5552300026	233.47	233.47
10E200 2220 3000 03 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		233.47	
1015214	YOUTH SERVICES	02/21/2023	2.27.23PRG	2022-2023 - PURCHASED SERVICES - HEALTH	2102300204	1,250.00	1,250.00
10E200 2210 3000 85 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		1,250.00	
1015215	ZOOM VIDEO COMMUNICATIONS, INC	02/21/2023	INV185843362	SOFTWARE/SITE LICENSE	5552300057	2,040.00	2,040.00
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		2,040.00	
				187 Computer	Check(s) For a Total of		4,012,406.33

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	620,682.39
	187	Computer	Checks For a Total of	4,012,406.33
Total For	188	Manual, Wire Tran, ACH & Computer Checks		4,633,088.72
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	4,633,088.72

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	1,184,742.93	1,184,742.93
15	FOOD SERVICE	0.00	0.00	50,084.19	50,084.19
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	1,191,252.25	1,191,252.25
40	TRANSPORTATION FUND	0.00	0.00	1,307.58	1,307.58
62	EDGEWOOD CONSTRUCTION ACCOUNT	0.00	0.00	1,873,631.97	1,873,631.97
63	INDIAN TRAIL 2022 REFERENDUM	0.00	0.00	139,056.30	139,056.30
64	RAVINIA 2022 REFERENDUM WORK	0.00	0.00	163,413.50	163,413.50
65	BRAESIDE 2022 REFERENDUM WORK	0.00	0.00	1,600.00	1,600.00
68	CENT. KITCHEN 2022 REFERENDUM	0.00	0.00	28,000.00	28,000.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
2000832	Vendor Continued Void	02/21/2023					0.00
2000833	Vendor Continued Void	02/21/2023					0.00
2000834	AMAZON	02/21/2023	13TP-PN7N-4QW3	Enrichment Supplies	402300097	150.67	2,990.66
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			150.67	
			1631-HJTX-7LCM	Parent Teacher Refreshment	402300082	126.18	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			126.18	
			19FH-6RYD-DRY7	Appliance for Lounge	402300102	105.66	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			105.66	
			1CX6-6VRR-7F7G	Musical Supplies	402300076	64.39	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			64.39	
			1FKJ-P6FK-4RMG	Enrichment Supplies	402300075	109.64	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			109.64	
			1HVJ-CL47-DDWG	Tiger Stripe Supplies	402300077	201.11	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			201.11	
			1K6Y-6XKG-7M3Q	enrichment supplies	402300103	81.31	
99L000	9706 0000 00 000000		IT MUSIC RECORDERS/NS			81.31	
			1LCG-VQXW-16CT	Enrichment Supplies	402300089	64.99	
99L000	9700 0000 00 000000		IT Enrichment/NS			64.99	
			1N7F-4GVM-4RQK	Enrichment Supplies	402300096	354.76	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			354.76	
			1P4P-14WQ-KQRN	February Kindness challenge supplies	402300101	373.88	
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			373.88	
			1P7C-H4CH-MKCQ	FRENCH CAFE SUPPLIES/EW	202300090	260.06	
99L000	9001 0000 00 000000		EDGE CLIMATE, CULTURAL ENRICHM/NS			260.06	
			1QGW-YRJ7-3WNN	SWEATSHIRT NEEDED FOR STUDENT WITH NO HOOD/EM/NW	602300145	32.58	
99L000	9037 0000 00 000000		NORTHWOOD STUDENT SUPPLIES/NS			32.58	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1QYF-CHGM-CXM6	Enrichment Supplies	402300078	99.96	
99L000	9700 0000 00 000000		IT Enrichment/NS			99.96	
			1VQD-D6ZL-7WGF	STUDENT COUNCIL EPIC WEEK SUPPLIES/EW	202300096	676.68	
99L000	9708 0000 00 000000		EW STUDENT COUNCIL/NS			676.68	
			1WQ4-7WCN-464T	Enrichment Supplies	402300085	288.79	
99L000	9700 0000 00 000000		IT Enrichment/NS			288.79	
2000835	MAPLE SCHOOL	02/21/2023	01252023	SOLO AND EMSEMBLE PARTICIPANTS/EW	202300088	464.00	464.00
99L000	9003 0000 00 000000		EDGEWOOD EVENTS/NS			464.00	
2000836	GREAT LAKES COCA-COLA DISTRIBUTION	02/21/2023	16939209814	VENDING/OT	702300091	429.88	429.88
99L000	9074 0000 00 000000		OAK TERRACE COCA COLA/NS			429.88	
2000837	MATH OLYMPIADS	02/21/2023	02012023	Teacher Professional Development	402300108	350.00	350.00
99L000	9056 0000 00 000000		INDIAN TRAIL ACTIVITY/NS			350.00	
2000838	MUSIC THEATRE INTERNATIONAL***	02/21/2023	9779626	SPRING MUSICAL/OT	702300074	740.00	740.00
99L000	9079 0000 00 000000		OAK TERRACE SCHOOL MUSICAL/NS			740.00	
2000839	SOUTHWEST EMBLEM	02/21/2023	19378	SOLO AND ENSEMBLE SUPPLIES/EW	202300072	383.00	383.00
99L000	9003 0000 00 000000		EDGEWOOD EVENTS/NS			383.00	
				8 Computer	Check(s) For a Total of		5,357.54

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	5,357.54
Total For	8	Manual, Wire Tran, ACH & Computer Checks		5,357.54
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	5,357.54

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
99	ACTIVITY FUND	5,357.54	0.00	0.00	5,357.54

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202200070	ALLIED BENEFIT SYSTEMS	01/19/2023	0000485468	2022-23 BENEFIT PREMIUM FLEXSPEND for JANUARY 2023	2502300199	959.00	959.00
10E200 2610 2220 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL			959.00	
1 Wire Transfer Check(s) For a Total of							959.00

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	959.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		959.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	959.00

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	959.00	959.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300219	MICHELLE POPKE	01/19/2023	1350	2023 SW GENERAL SUPPLIES	2502300200	24.57	24.57
10E100 1100 4000 50 000000				EDUCATION FUND/SHERWOOD/REGULAR PROGRAMS/SUPPLIES AND M		24.57	
				1 ACH	Check(s) For a Total of		24.57

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	24.57
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		24.57
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	24.57

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	24.57	24.57

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300216	SAMIRA CALDERON	01/19/2023	072022122022	MILEAGE REIMBURSEMENT - JULY 1, 2022-DECEMBER 31, 2022	2122300291	169.75	169.75
10E200 1200 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		169.75	
222300217	ENRIQUE CASTRO	01/19/2023	072022122022	MILEAGE REIMBURSEMENT - JULY 2022-DECEMBER 2022	2122300292	202.31	202.31
10E200 1200 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		202.31	
222300218	ELIZABETH HODGE	01/19/2023	072022122022	MILEAGE REIMBURSEMENT - JULY 1, 2022 - DECEMBER 31, 2022	2122300290	145.81	145.81
10E200 1200 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		145.81	
				3 ACH	Check(s) For a Total of		517.87

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	3	ACH	Checks For a Total of	517.87
	0	Computer	Checks For a Total of	0.00
Total For	3	Manual, Wire Tran, ACH & Computer Checks		517.87
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	517.87

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	517.87	517.87

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300211	ROBERT QASABIAN	01/17/2023	112022122022	MILEAGE	5552300197	89.86	89.86
10E200 2220 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		89.86	
			1	ACH	Check(s) For a Total of		89.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	89.86
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		89.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	89.86

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	89.86	89.86

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300211	ROBERT QASABIAN	01/17/2023	112022122022	MILEAGE	5552300197	89.86	89.86
10E200 2220 3000 30 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		89.86	
			1	ACH	Check(s) For a Total of		89.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	89.86
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		89.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	89.86

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	89.86	89.86

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
222300210	EFRAIN MARTINEZ	01/17/2023	10272022	REIMBURSEMENT FOR OUT OF DISTRICT TRAVEL FOR DR MARTINEZ/EM/NW	602300136	83.03	83.03
10E060 1100 3000 30 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/PURCHASED SER		83.03	
				1 ACH	Check(s) For a Total of		83.03

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	83.03
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		83.03
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	83.03

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	83.03	83.03

Check Date 01/13/2023

FUND / OBJECT SUMMARY

<u>FUND</u>	<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
10	1000	SALARIES	1,820,690.35
	1150	OVERTIME	55.28
	1160	SUBSTITUTES	5,368.75
	2000	EMPLOYEE BENEFITS	4,500.00
	2110	TEACHERS RETIREMENT	38,551.82
	2120	IMRF	2,247.43
	2310	OTHER BENEFITS	1,581.99
		Fund 10 Total	1,872,995.62
20	1000	SALARIES	52,701.35
	2120	IMRF	364.00
		Fund 20 Total	53,065.35
40	1000	SALARIES	3,604.10
	2120	IMRF	169.82
		Fund 40 Total	3,773.92
50	2120	IMRF	13,752.96
	2130	FICA	14,314.05
	2140	MEDICARE	26,583.41
		Fund 50 Total	54,650.42
		Summary total	1,984,485.31

OBJECT SUMMARY

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1000	SALARIES	1,876,995.80
1150	OVERTIME	55.28

Check Date 01/13/2023

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1160	SUBSTITUTES	5,368.75
2000	EMPLOYEE BENEFITS	4,500.00
2110	TEACHERS RETIREMENT	38,551.82
2120	IMRF	16,534.21
2130	FICA	14,314.05
2140	MEDICARE	26,583.41
2310	OTHER BENEFITS	1,581.99
	Summary total	1,984,485.31

***** End of report *****

Check Date 01/31/2023

FUND / OBJECT SUMMARY

<u>FUND</u>	<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
10	1000	SALARIES	1,829,770.58
	1150	OVERTIME	16.58
	1160	SUBSTITUTES	6,400.00
	2110	TEACHERS RETIREMENT	36,669.02
	2120	IMRF	2,247.43
	2310	OTHER BENEFITS	1,581.99
		Fund 10 Total	1,876,685.60
20	1000	SALARIES	52,418.59
	2120	IMRF	364.00
		Fund 20 Total	52,782.59
40	1000	SALARIES	3,604.10
	2120	IMRF	169.82
		Fund 40 Total	3,773.92
50	2120	IMRF	13,796.63
	2130	FICA	14,442.98
	2140	MEDICARE	26,680.16
		Fund 50 Total	54,919.77
		Summary total	1,988,161.88

OBJECT SUMMARY

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1000	SALARIES	1,885,793.27
1150	OVERTIME	16.58
1160	SUBSTITUTES	6,400.00

Check Date 01/31/2023

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2110	TEACHERS RETIREMENT	36,669.02
2120	IMRF	16,577.88
2130	FICA	14,442.98
2140	MEDICARE	26,680.16
2310	OTHER BENEFITS	1,581.99
	Summary total	1,988,161.88

***** End of report *****

REPORT SPECIFICATIONS
DISTRICT: NORTH SHORE SCHOOL DISTRICT 112
REPORT TITLE:
PROGRAM NAME: fin/3apcci12. TIME: 11:13:52 AM
COPIES: 1 LPI: 6
RUN ON SERVER: yes CREATE ASCII FILE: NO

Begin Date: 12/01/2022 Through Date: 12/31/2022
Page Break: no

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
Individual Learning1	12/28/2022	INDIVIDUAL LEARNING	ANNUAL MEMBERSHIP FEE	35.00
	12/14/2022	INDIVIDUAL LEARNING	JEWEL OSCO 3459	9.99
	12/02/2022	INDIVIDUAL LEARNING	JEWEL OSCO 3459	16.67
			Total Credit Card Amount	61.66
Enrique Castro	12/05/2022	LUNCH FOR ESL TEACHERS	ONCE UPON A BAGEL HP	60.85
	12/02/2022	ENRIQUE CASTRO	12 - EC - LOU MALNATIS	186.05
			Total Credit Card Amount	246.90
Nicole Scofield	12/14/2022	NICOLE SCOFIELD	ULTIMATESCREENPRINTING	660.00
			Total Credit Card Amount	660.00
Dir of Operations3	12/29/2022	DIRECTOR OF OPERATIONS	TST ANTIOCH PIZZA - A	84.50
	12/08/2022	DIRECTOR OF OPERATIONS	SQ FIVE STAR PAVING	1,500.00
	12/01/2022	DIRECTOR OF OPERATIONS	IL FIRE MARSHAL FEE	31.00
			Total Credit Card Amount	1,615.50
Jamie Kahn	12/22/2022	staff ice cream treat	JEWEL OSCO 3475	18.98
	12/20/2022	Staff Ice Cream Treat (toppings)	TARGET 00010363	69.17
	12/06/2022	Lego Robotics Shirts	ULTIMATESCREENPRINTING	192.00
	12/05/2022	Staff Supplies	OFFICEMAX/DEPOT 6527	75.78
			Total Credit Card Amount	355.93
Nicholas Glenn1	12/27/2022	NICHOLAS GLEN	UPWORK -542847680REF	157.50
	12/22/2022	NICHOLAS GLEN	ADOBE STOCK	29.99
	12/22/2022	NICHOLAS GLEN	UPWORK -541361541REF	178.50
	12/22/2022	NICHOLAS GLEN	UPWORK -541391290REF	26.25
	12/21/2022	NICHOLAS GLEN	UPWORK -541083167REF	157.50
	12/21/2022	NICHOLAS GLEN	UPWORK -541112568REF	157.50
	12/21/2022	NICHOLAS GLEN	UPWORK -541112568REF	-157.50
	12/21/2022	NICHOLAS GLEN	UPWORK -541209568REF	73.50
	12/20/2022	NICHOLAS GLEN	UPWORK -540794813REF	262.50
	12/20/2022	NICHOLAS GLEN	UPWORK -540871546REF	42.00
	12/20/2022	NICHOLAS GLEN	UPWORK -541020236REF	157.50
	12/19/2022	NICHOLAS GLEN	123RF LLC	29.00
	12/19/2022	NICHOLAS GLEN	123RF LLC	29.00
	12/19/2022	NICHOLAS GLEN	PADDLE.NET VECTRSTOCK	16.53
	12/19/2022	NICHOLAS GLEN	UPWORK -539667974REF	236.25
	12/19/2022	NICHOLAS GLEN	UPWORK -539670957REF	236.25

District Card Name	Trans Date	Transaction Description	Where Used	Amount
	12/19/2022	NICHOLAS GLEN	UPWORK -539670957REF	-236.25
	12/19/2022	NICHOLAS GLEN	UPWORK -539895393REF	57.75
	12/15/2022	NICHOLAS GLEN	STAPLES 00116616	14.57
	12/15/2022	NICHOLAS GLEN	TARGET 00011684	27.99
	12/14/2022	NICHOLAS GLEN	STAPLES 00116616	10.79
	12/13/2022	NICHOLAS GLEN	DREAMTIME.COM	-250.00
	12/13/2022	NICHOLAS GLEN	STAPLES 00116616	25.90
	12/12/2022	NICHOLAS GLEN	CKO WWW.ISTOCKPHOTO.CO	12.00
	12/12/2022	NICHOLAS GLEN	DREAMTIME.COM	250.00
	12/12/2022	NICHOLAS GLEN	UPWORK -537681826REF	262.50
	12/12/2022	NICHOLAS GLEN	UPWORK -537699525REF	262.50
	12/09/2022	NICHOLAS GLEN	PADDLE.NET VECTRSTOCK	16.53
	12/08/2022	NICHOLAS GLEN	TARGET 00011684	60.97
	12/07/2022	NICHOLAS GLEN	UPWORK -537120894REF	1,155.00
	12/05/2022	NICHOLAS GLEN	ADOBE CREATIVE CLOUD	31.86
	12/05/2022	NICHOLAS GLEN	UPWORK -535653027REF	131.25
	12/05/2022	NICHOLAS GLEN	UPWORK -535791793REF	52.50
			Total Credit Card Amount	3,518.13
Susana Rabin	12/15/2022	SUSANA RABIN	JEWEL OSCO 3459	101.41
	12/13/2022	SUSANA RABIN	TST ANTIOCH PIZZA - A	225.00
	12/05/2022	SUSANA RABIN	POSITIVE PROMOTIONS	178.75
			Total Credit Card Amount	505.16
Jeremy Davis	12/28/2022	SCHOOL BUILDING FOOD SERVICE PERMITS	LC WEB PERMITS/LICENSE	1,982.00
	12/26/2022	SCHOOL BUILDINGS FOOD SERVICE PERMITS	AMS SERVICE FEE 102102	58.47
	12/12/2022	ANNUAL MEMBERSHIP RENEWAL	DOCHUB.COM/BILL	59.88
			Total Credit Card Amount	2,100.35
Efrain Martinez	12/19/2022	EFRAIN MARTINEZ	DOLLAR TREE	27.56
	12/14/2022	EFRAIN MARTINEZ	READYREFRESH/WATERSERV	42.96
	12/12/2022	EFRAIN MARTINEZ	TST JUDY'S PIZZERIA	363.12
	12/07/2022	EFRAIN MARTINEZ	IN AMERICAN ASSOC OF	495.00
	12/06/2022	EFRAIN MARTINEZ	IN INTEGRITY DESIGN U	138.00
	12/05/2022	EFRAIN MARTINEZ	JEWEL OSCO 3459	19.92
	12/02/2022	EFRAIN MARTINEZ	TARGET 00011684	39.86
	12/02/2022	EFRAIN MARTINEZ	TARGET 00011684	43.95
			Total Credit Card Amount	1,170.37

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
Lilli Melamed	12/20/2022	STAFF APPRECIATION	PANERA BREAD #601763 P	19.99
	12/19/2022	MATH NIGHT	TARGET 00011676	219.88
	12/19/2022	STAFF APPRECIATION	TARGET 00011684	7.98
	12/14/2022	STAFF APPRECIATION	TARGET 00011684	134.81
	12/13/2022	STAFF SHIRTS	ULTIMATESCREENPRINTING	1,985.00
Total Credit Card Amount				2,367.66
James Bock	12/15/2022	JAMES BOCK	CRAFTWOOD LUMBER & HAR	44.06
	12/01/2022	JAMES BOCK	THE HOME DEPOT #1926	27.96
Total Credit Card Amount				72.02
Accounts Payable1	12/22/2022	FedEx charges to send checks to vendors	FEDEX 559461035	276.32
	12/08/2022	Payroll class for M. Popke	API APA GPMI MEET APAS	2,054.00
	12/08/2022	FedEx charges to send checks to vendors	FEDEX 557668009	285.94
Total Credit Card Amount				2,616.26
Individual Learning	12/07/2022	INDIVIDUAL LEARNING	DOLLARTREE	11.97
	12/05/2022	INDIVIDUAL LEARNING	ALDI 40077	7.26
	12/02/2022	INDIVIDUAL LEARNING	TARGET 00007534	5.05
Total Credit Card Amount				24.28
Red Oak Principal	12/22/2022	CHELSEY MAXWELL	RAINBOW RESOURCE CENTE	49.07
	12/14/2022	CHELSEY MAXWELL	ZTL OSO CUTE CREATIONS	404.00
	12/12/2022	CHELSEY MAXWELL	THE WIENER GUYS LLC	191.40
Total Credit Card Amount				644.47
Ravinia Principal	12/05/2022	COURTNEY NORDSTROM	MARIANOS #521	43.95
	12/01/2022	COURTNEY NORDSTROM	ULTIMATESCREENPRINTING	808.50
Total Credit Card Amount				852.45
Edgewood School	12/20/2022	EDGEWOOD SCHOOL	STARBUCKS STORE 02471	28.41
	12/19/2022	EDGEWOOD SCHOOL	SUGAR COATED BAKERY	400.00
	12/16/2022	EDGEWOOD SCHOOL	ILLINOIS PRINCIPALS AS	199.00
	12/15/2022	EDGEWOOD SCHOOL	JIMMY JOHNS 1032	108.66
	12/08/2022	EDGEWOOD SCHOOL	INFINITE CAMPUS PAY	308.00
	12/06/2022	EDGEWOOD SCHOOL	AMAZON.COM V94IB7LN3 A	65.97
	12/06/2022	EDGEWOOD SCHOOL	STARBUCKS STORE 02471	24.22
	12/05/2022	EDGEWOOD SCHOOL	AMZN MKTP US HU99M1GA3	273.75
Total Credit Card Amount				1,408.01

District Card Name	Trans Date	Transaction Description	Where Used	Amount
Student Services	12/20/2022	HOLLY COLIN	APPLE.COM/BILL	0.99
	12/19/2022	HOLLY COLIN	AMERICAN 00178528156284	108.60
	12/19/2022	HOLLY COLIN	AWL PEARSON EDUCATION	332.84
	12/19/2022	HOLLY COLIN	EXPEDIA 72451138378801	2.53
	12/19/2022	HOLLY COLIN	UNITED 01679083781992	192.60
	12/12/2022	PROFESSIONAL DEVELOPMENT FOR DIANE NEKRITZ	HOPE.US	50.00
	12/12/2022	PROFESSIONAL DEVELOPMENT FOR BROOKE FOLKROD	HOPE.US	50.00
	12/12/2022	PROFESSIONAL DEVELOPMENT FOR JOHN TAYLOR	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	HOPE.US	50.00
	12/12/2022	HOLLY COLIN	IAASE	150.00
	12/12/2022	HOLLY COLIN	LGC UBER GIFTCARD	80.00
	12/09/2022	HOLLY COLIN	BROOKES PUBLISHING	223.18
	12/09/2022	HOLLY COLIN	YOUCANBOOK.ME	40.00
	12/08/2022	HOLLY COLIN	IAASE	450.00
	12/07/2022	HOLLY COLIN	SAY IT RIGHT	619.97
	12/06/2022	HOLLY COLIN	REMINDER WATCH	89.98
	12/02/2022	HOLLY COLIN	APPLE.COM/BILL	15.09
	12/02/2022	HOLLY COLIN	CHANNIES	126.80
	12/02/2022	HOLLY COLIN	WM SUPERCENTER #3893	5.16
	12/01/2022	HOLLY COLIN	WAL-MART #3893	135.14
Total Credit Card Amount				3,022.88
Technology	12/19/2022	JEREMY WICKHAM iCloud STORAGE	APPLE.COM/BILL	2.99
	12/16/2022	10 COPIES FROG DISSECTION APP FOR 7TH	APPLE.COM/BILL	39.80
	12/16/2022	180 COPIES FROG DISSECTION APP	APPLE.COM/BILL	358.20
	12/15/2022	TEAM SHAKE iPad APP FOR PE TEACHER	APPLE.COM/BILL	1.99
Total Credit Card Amount				402.98
Teaching & Learning	12/30/2022	KEVIN RYAN	THE BOOK STALL	151.92
	12/30/2022	KEVIN RYAN	THE BOOK STALL	173.95
	12/23/2022	KEVIN RYAN	STAPLS7600529373000002	5.29
	12/23/2022	KEVIN RYAN	STAPLS7600531875000002	10.58
	12/23/2022	KEVIN RYAN	STAPLS7600532111000002	10.58
	12/23/2022	KEVIN RYAN	STAPLS7600532283000002	10.58

District Card Name	Trans Date	Transaction Description	Where Used	Amount
	12/23/2022	KEVIN RYAN	STAPLS7600532877000002	10.58
	12/23/2022	KEVIN RYAN	STAPLS7600533144000002	10.58
	12/23/2022	KEVIN RYAN	STAPLS7600533237000002	10.58
	12/23/2022	KEVIN RYAN	STAPLS7600533641000002	5.29
	12/23/2022	KEVIN RYAN	STAPLS7600533735000002	5.29
	12/21/2022	KEVIN RYAN	STAPLS7603461965000001	90.03
	12/21/2022	KEVIN RYAN	STAPLS7603461965000002	36.39
	12/20/2022	KEVIN RYAN	PIEROS PIZZA - MOTO	17.68
	12/16/2022	KEVIN RYAN	PIEROS PIZZA - MOTO	221.26
	12/16/2022	KEVIN RYAN	STAPLS7369637351002001	42.69
	12/15/2022	KEVIN RYAN	STAPLS7369637351001001	-42.69
	12/12/2022	KEVIN RYAN	STAPLS7369637351000002	15.79
	12/08/2022	KEVIN RYAN	THE BOOK STALL	63.92
	12/07/2022	KEVIN RYAN	STAPLS7369637351000001	104.77
	12/05/2022	KEVIN RYAN	LEARNING RESOURCES	264.54
	12/05/2022	KEVIN RYAN	STAPLS7602712781000002	14.29
	12/01/2022	KEVIN RYAN	CROWN AWARDS INC	164.85
			Total Credit Card Amount	1,398.74
Indian Trail	12/27/2022	apple tv renewal	APPLE.COM/BILL	6.99
	12/22/2022	lunch meeting	ONCE UPON A BAGEL HP	30.41
	12/20/2022	MARIA GRABLE	CJ S COFFEE HOUSE	52.00
	12/20/2022	MARIA GRABLE	TST NOTHING BUNDT CAK	112.94
	12/19/2022	MARIA GRABLE	DUNKIN #352356	42.00
	12/19/2022	MARIA GRABLE	THE BOOK STALL	334.22
	12/16/2022	Enrichment	WALGREENS #12413	3.15
	12/16/2022	Enrichment/Library Activity	WAL-MART #1167	110.13
	12/14/2022	MARIA GRABLE	TST NOTHING BUNDT CAK	81.30
	12/14/2022	MARIA GRABLE	WWW.1800BASKETS.COM	46.98
	12/14/2022	MARIA GRABLE	WWW.1800BASKETS.COM	68.98
	12/12/2022	MARIA GRABLE	"1-800-FLOWERS.COM, INC."	95.59
	12/12/2022	MARIA GRABLE	COUNTRY CLASSICS	174.50
	12/12/2022	MARIA GRABLE	ONCE UPON A BAGEL HP	48.25
	12/12/2022	MARIA GRABLE	SHARI'SBERRIES.COM	65.85
	12/12/2022	MARIA GRABLE	SPOTIFY USA	9.99
	12/12/2022	MARIA GRABLE	SQ MISERICORDIA SWEET	137.18
	12/09/2022	MARIA GRABLE	LCS PRODUCTS INC	209.00
	12/09/2022	Enrichment	TARGET 00011684	59.63
	12/08/2022	MARIA GRABLE	MIDWEST PRINCIPALS CEN	558.00

District Card Name	Trans Date	Transaction Description	Where Used	Amount
	12/05/2022	MARIA GRABLE	RUSHORDERT RUSHORDERT	130.52
	12/02/2022	MARIA GRABLE	04 - EC - LOU MALNATIS	130.00
	12/01/2022	Enrichment	TARGET 00011676	60.35
			Total Credit Card Amount	2,567.96
Superintendent	12/16/2022	ICLOUD STORAGE - LUBELFELD	APPLE.COM/BILL	2.99
	12/15/2022	LUNCH/DUES - LUBELFELD	ROTARY CLUB OF HIGHLAN	25.00
			Total Credit Card Amount	27.99
Personnel	12/22/2022	MONICA SCHROEDER	04 - EC - LOU MALNATIS	376.80
	12/01/2022	MONICA SCHROEDER	IN AMERICAN ASSOC OF	275.00
			Total Credit Card Amount	651.80
Sherwood Principal	12/20/2022	RACHEL FILIPPI	JEWEL OSCO 3488	93.11
	12/12/2022	RACHEL FILIPPI	TARGET 00008334	-9.27
			Total Credit Card Amount	83.84
Edgewood Principal	12/23/2022	ANTHONY CANDELA	APPLE.COM/BILL	1.29
	12/21/2022	ANTHONY CANDELA	GOODIES ETC	116.64
	12/21/2022	ANTHONY CANDELA	WALGREENS #5045	123.07
	12/08/2022	ANTHONY CANDELA	APPLE.COM/BILL	0.99
			Total Credit Card Amount	241.99
Personnel Admin	12/30/2022	JESSICA DUBOIS	DOCHUB.COM/BILL	6.99
	12/22/2022	JESSICA DUBOIS	SQ BENT FORK BAKERY	104.29
	12/19/2022	JESSICA DUBOIS	PAYPAL WEBINAR	395.00
	12/19/2022	JESSICA DUBOIS	WWW.GOODIESETC.COM	141.20
	12/12/2022	JESSICA DUBOIS	DD DOORDASH DAIRYQUEE	242.20
	12/12/2022	JESSICA DUBOIS	LANDS END	84.75
	12/07/2022	JESSICA DUBOIS	"PINMART, INC"	91.20
	12/07/2022	JESSICA DUBOIS	YETI 1-833-225-9384	322.38
			Total Credit Card Amount	1,388.01
Green Bay Admin	12/21/2022	MAGDALENA ROMAN	WALGREENS #3273	22.32
	12/12/2022	MAGDALENA ROMAN	ULTIMATE SLP	12.95
	12/07/2022	MAGDALENA ROMAN	"TEACHING STRATEGIES,LL"	4,950.00
			Total Credit Card Amount	4,985.27
Greg Riley3	12/16/2022	RILEY GREG	THE HOME DEPOT #1926	-0.11

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	12/01/2022	RILEY GREG	THE HOME DEPOT #1926	24.98
			Total Credit Card Amount	24.87
Stan Paic3	12/29/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	105.95
	12/28/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	94.69
	12/23/2022	PAIC STAN	MUTUAL ACE HARDWARE &	32.38
	12/19/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	191.69
	12/19/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	88.61
	12/16/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	94.02
	12/12/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	48.94
	12/12/2022	PAIC STAN	LCS PRODUCTS INC	77.00
	12/12/2022	PAIC STAN	USPS PO 1636120040	7.85
	12/09/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	79.42
	12/09/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	79.42
	12/06/2022	PAIC STAN	MUTUAL ACE HARDWARE &	40.01
	12/02/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	86.09
			Total Credit Card Amount	1,026.07
Tom Spellman3	12/21/2022	SPELLMAN TOM	MUTUAL ACE HARDWARE &	25.76
	12/19/2022	SPELLMAN TOM	CRAFTWOOD LUMBER & HAR	400.72
	12/08/2022	SPELLMAN TOM	MUTUAL ACE HARDWARE &	272.95
	12/08/2022	SPELLMAN TOM	THE HOME DEPOT 1926	206.44
			Total Credit Card Amount	905.87
Dan Dal Pnte3	12/22/2022	DAL PNTE DAN	THE HOME DEPOT #1926	102.10
	12/19/2022	DAL PNTE DAN	THE HOME DEPOT 1926	239.54
	12/19/2022	DAL PNTE DAN	THE HOME DEPOT 1987	757.23
	12/07/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	314.07
	12/06/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	53.85
	12/05/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	66.25
	12/01/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	121.17
	12/01/2022	DAL PNTE DAN	THE HOME DEPOT 1926	424.71
			Total Credit Card Amount	2,078.92
Alfredo Jurado3	12/09/2022	JURADO ALFREDO	THE HOME DEPOT 1926	82.78
			Total Credit Card Amount	82.78
Efrain Pernillo3	12/23/2022	PERNILLO EFRAIN	GRAINGER	664.04
	12/14/2022	PERNILLO EFRAIN	THE HOME DEPOT #1926	70.72

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	12/09/2022	PERNILLO EFRAIN	THE HOME DEPOT #1926	176.01
			Total Credit Card Amount	910.77
			Grand Total Amount	38,019.89

***** End of report *****

MEMORANDUM

NORTH SHORE SCHOOL DISTRICT 112

TO: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

FROM: Mr. Jeremy Davis, Assistant Superintendent of Finance and Operations

RE: **Business Office Monthly Report of Summary Financial Performance
Data for January 2023**

Policy Alignment: Policy 4.8 – Accounting and Audits

DATE: February 21, 2023

1. Investments

See Treasurer's Report for month and summary of cash and investments.

2. Financial Packet

The Financial Packet for the month of January, 2023, including the following reports, is presented for your review.

- a. Summary reports of Expenditures for the month.
- b. Check Summaries for disbursements processed from the last to the current Board meeting are provided for separate Board approval.

The status of the Education Fund expenses (in \$ millions) are as follows:

TOTAL	SPENT	
BUDGET	YTD	BALANCE
\$65.3	\$32.2	\$33.1

North Shore School District 112
Summary of Cash & Investments
January 31, 2023

	Cash & Investments <u>January 31, 2023</u>	<u>% of Total</u>	Cash & Investments <u>December 31, 2022</u>	Monthly Change in <u>Cash & Investments</u>		Cash & Investments <u>January 31, 2022</u>	<u>% of Total</u>	Annual Change in <u>Cash & Investments</u>
10 Education	\$ 74,486,956.15	48%	\$ 79,889,052.84	\$ (5,402,096.69)		\$ 65,784,922.07	58%	\$ 8,702,034.08
20 Operations and Maintenance	\$ 9,131,036.11	6%	\$ 9,634,085.34	\$ (503,049.23)		\$ 8,615,817.53	8%	\$ 515,218.58
30 Debt Service	\$ 3,015,673.75	2%	\$ 3,009,159.12	\$ 6,514.63		\$ 2,959,815.04	3%	\$ 55,858.71
40 Transportation	\$ 4,331,369.54	3%	\$ 5,272,611.03	\$ (941,241.49)		\$ 7,449,361.22	7%	\$ (3,117,991.68)
50 Municipal Retirement	\$ 3,747,256.39	2%	\$ 3,590,054.48	\$ 157,201.91		\$ 2,631,023.46	2%	\$ 1,116,232.93
60 Capital Projects	\$ 57,599,240.26	37%	\$ 60,597,895.21	\$ (2,998,654.95)		\$ 22,482,887.46	20%	\$ 35,116,352.80
70 Working Cash	\$ 3,193,072.73	2%	\$ 3,189,995.62	\$ 3,077.11		\$ 2,971,500.16	3%	\$ 221,572.57
Total District Funds	\$ 155,504,604.93	100%	\$ 165,182,853.64	\$ (9,678,248.71)		\$ 112,895,326.94	100%	\$ 42,609,277.99
99 Student Activity	\$ 224,667.17	0%	\$ 227,706.72	\$ (3,039.55)		\$ 232,190.97	0%	\$ (7,523.80)
Total All Funds	\$ 155,729,272.10	100%	\$ 165,410,560.36	\$ (9,681,288.26)		\$ 113,127,517.91	100%	\$ 42,601,754.19

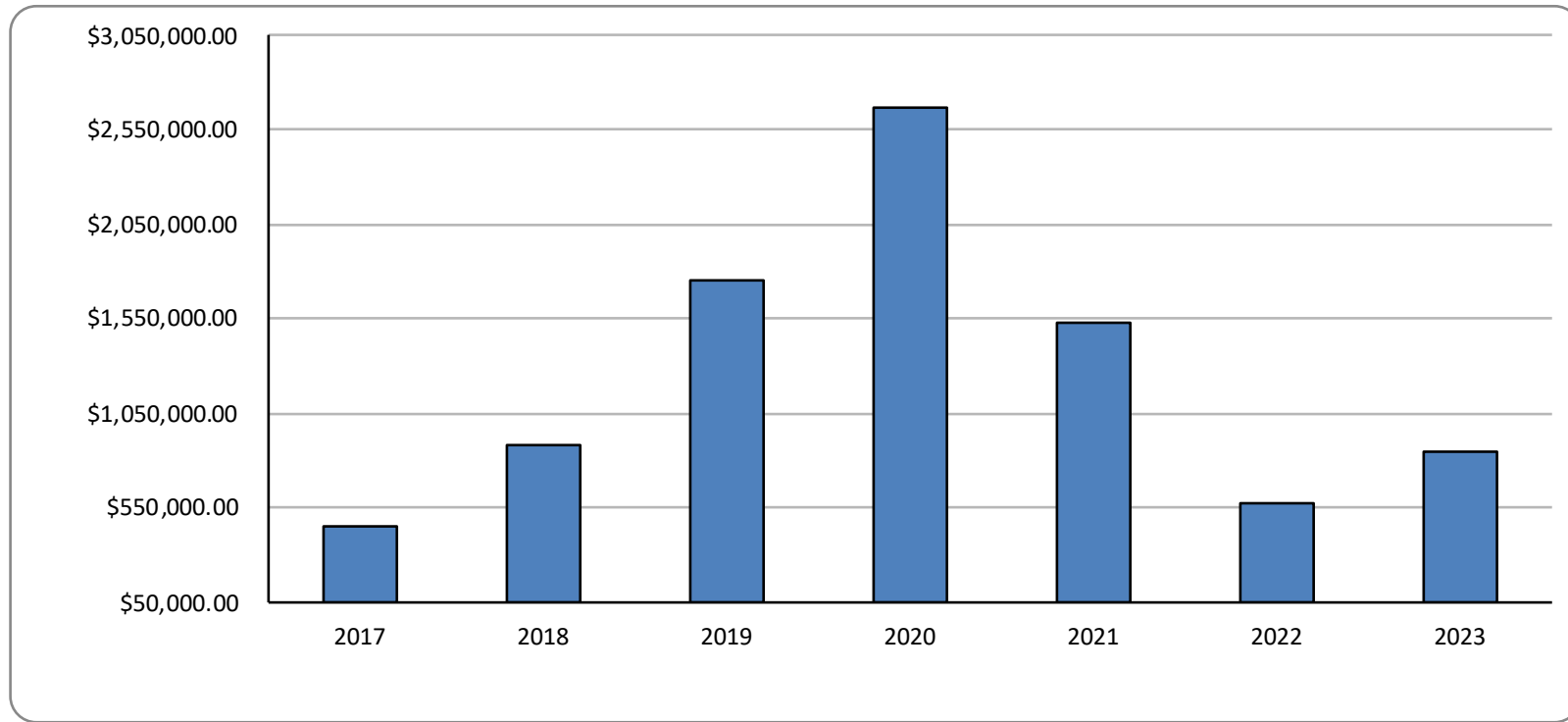
**Please note that the District is reporting cash and investments on a cost basis.

North Shore School District 112
Fund Balance Summary
January 31, 2023

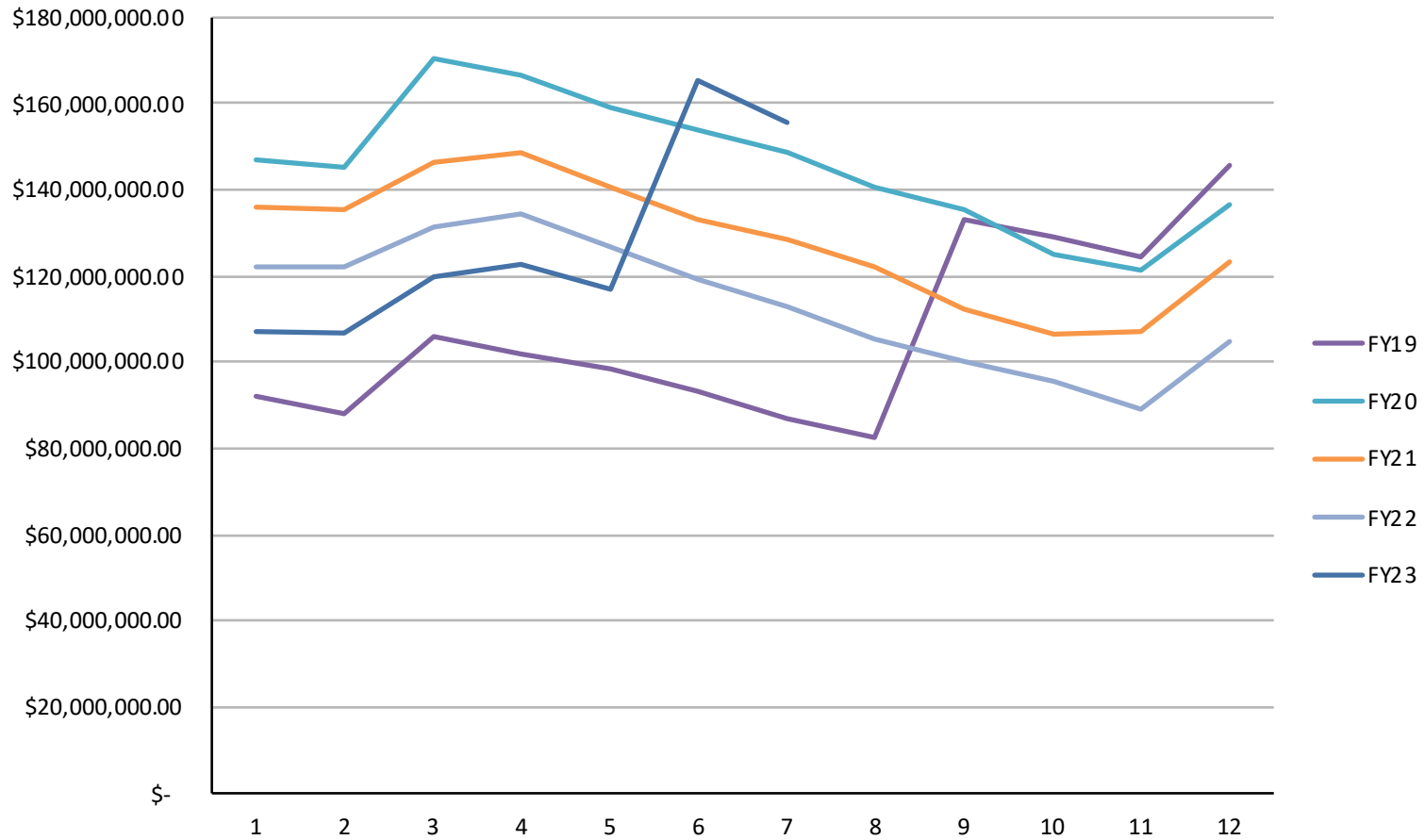
Fund	Audited Fund Balance June 30, 2022	2022-23 Fiscal Year to Date Revenues	2022-23 Fiscal Year to Date Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	2022-23 Other Financing Sources/Uses	Unaudited Fund Balance January 31, 2023
(10) Education	\$ 39,459,022	\$ 67,317,071	\$ 32,246,998	\$ 35,070,072	\$ (1,000,000)	\$ 73,529,094
(15) Food Service	\$ 67,016	\$ 236,920	\$ 157,309	\$ 79,611	\$ -	\$ 146,627
(20) Operations and Maintenance	\$ 4,811,451	\$ 12,503,787	\$ 4,314,913	\$ 8,188,874	\$ (3,866,888)	\$ 9,133,437
(40) Transportation	\$ 5,349,708	\$ 871,201	\$ 1,897,642	\$ (1,026,441)	\$ -	\$ 4,323,267
(50) Municipal Retirement	\$ 3,696,430	\$ 787,551	\$ 739,271	\$ 48,280	\$ -	\$ 3,744,709
(70) Working Cash	\$ 2,972,283	\$ 220,758	\$ -	\$ 220,758	\$ -	\$ 3,193,041
Total Operating Funds	\$ 56,355,909	\$ 81,937,287	\$ 39,356,133	\$ 42,581,154	\$ (4,866,888)	\$ 94,070,175
(30) Debt Service	\$ 77,858	\$ 244,263	\$ 1,173,335	\$ (929,072)	\$ 3,866,888	\$ 3,015,674
(60) Capital Projects	\$ 10,418,429	\$ 57,594,503	\$ 13,184,461	\$ 44,410,042	\$ 1,000,000	\$ 55,828,471
Total Non-Operating Funds	\$ 10,496,287	\$ 57,838,766	\$ 14,357,796	\$ 43,480,970	\$ 4,866,888	\$ 58,844,145
Total All Funds	\$ 66,852,196	\$ 139,776,053	\$ 53,713,929	\$ 86,062,126	\$ -	\$ 152,914,320

*Please note fund balance is the net of all District assets and liabilities (including audit accruals).

Interest Received



Cash Balance



North Shore School District 112
Statement of Revenue, Expenditures and Change in Fund Balance
Total Governmental Funds by Object
Fiscal Year to Date through January 31, 2023

	Operating Funds												
	General Fund		Special Revenue Funds										
	Education, Working Cash & Food Service Funds	% Bud	Operations & Maintenance Fund	% Bud	Transportation Fund	% Bud	Municipal Retirement / Social Security Fund	% Bud	Debt Service Fund	% Bud	Capital Projects Fund	% Bud	Total Governmental Funds
Revenue:													
Local Sources	\$ 65,508,143	99%	\$ 12,503,787	96%	\$ 224,798	76%	\$ 787,551	70%	\$ 6,872	1909%	\$ 97,929	238%	\$ 79,129,079
State Sources	\$ 990,441	65%	-		\$ 646,404	51%	-		\$ -		\$ -	0%	\$ 1,636,845
Federal Sources	\$ 1,276,164	41%	-		\$ -		-		\$ -		\$ -		\$ 1,276,164
2022 Referendum Bond Issuance	\$ -		-		\$ -		-		\$ 237,391		\$ 57,346,302		\$ 57,583,693
2022 Referendum Bond Interest	\$ -		-		\$ -		-		\$ -		\$ 150,273		\$ 150,273
Total Revenue	\$ 67,774,748	96%	\$ 12,503,787	96%	\$ 871,201	56%	\$ 787,551	70%	\$ 244,263	67858%	\$ 57,594,503	2822%	\$ 139,776,053
Expenditures:													
Salaries	\$ 20,028,734	45%	\$ 729,019	60%	\$ 50,457	58%	\$ -		\$ -		\$ -		\$ 20,808,210
Employee Benefits	\$ 4,485,211	56%	\$ 5,096		\$ 2,377		\$ 739,271	49%	\$ -		\$ -		\$ 5,231,956
Purchased Services	\$ 3,895,661	53%	\$ 2,439,324	46%	\$ 1,844,547	38%	\$ -		\$ 237,391		\$ -		\$ 8,416,923
Supplies	\$ 1,465,469	79%	\$ 481,345	36%	\$ 261	5%	\$ -		\$ -		\$ -		\$ 1,947,075
Capital Outlay	\$ 428,468	22%	\$ 660,129	32%	\$ -		\$ -		\$ -		\$ 9,315,991	73%	\$ 10,404,588
2022 Referendum Capital Outlay	\$ -		\$ -		\$ -		\$ -		\$ -		\$ 3,868,471		\$ 3,868,471
Debt Service Payment	\$ -		\$ -		\$ -		\$ -		\$ 935,944		\$ -		\$ 935,944
Other	\$ 2,100,763	39%	\$ -		\$ -		\$ -		\$ -		\$ -		\$ 2,100,763
Total Expenditures	\$ 32,404,307	47%	\$ 4,314,913	26%	\$ 1,897,642	38%	\$ 739,271	49%	\$ 1,173,335		\$ 13,184,461	89%	\$ 53,713,929
Excess (Deficiency) of Revenue over (under) Expenditures	\$ 35,370,441		\$ 8,188,874		\$ (1,026,441)		\$ 48,280		\$ (929,072)		\$ 44,410,042		\$ 86,062,124
Other Financing Sources/(Uses):													
Other Sources of Funds	-		\$ 1,000,000		-		-		\$ 3,866,888		1,000,000		\$ 5,866,888
Other Uses of Funds	(1,000,000)		\$ (4,866,888)		-		-		-		-		\$ (5,866,888)
Total Sources/(Uses)	\$ (1,000,000)		\$ (3,866,888)		-		-		\$ 3,866,888		\$ 1,000,000		-
Change in Fund Balance	\$ 34,370,441		\$ 4,321,986		\$ (1,026,441)		\$ 48,280		\$ 2,937,816		\$ 45,410,042		\$ 86,062,124
Beginning Fund Balance as of 6/30/22	\$ 42,431,303		\$ 4,811,451		\$ 5,349,708		\$ 3,696,430		\$ 77,858		\$ 10,418,429		\$ 66,852,196
Ending Fund Balance as of 1/31/23	\$ 76,722,135		\$ 9,133,437		\$ 4,323,267		\$ 3,744,709		\$ 3,015,674		\$ 55,828,471		\$ 152,914,320

Northshore School District 112
Cash and Investments
31-Jan-23

	<u>Account Balance</u>	<u>% of Total</u>
Petty Cash		
Statement Balance	\$ 643.67	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 643.67</u></u>	0.00%
PMA 1030		
Statement Balance	\$ 12,924,388.59	
Less: Outstanding Checks and transfers	\$ (1,905,673.08)	
Plus Deposits in Transit and transfers	\$ -	
Other Transactions	\$ 43,292.43	
Adjusted	<u><u>\$ 11,062,007.94</u></u>	7.10%
PMA 1033 ST Investments		
Statement Balance	\$ 46,307,709.86	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 46,307,709.86</u></u>	29.74%
PMA 1034 LT Cash		
Statement Balance	\$ 76,466.88	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 76,466.88</u></u>	0.05%
PMA 1047 LT Investments		
Statement Balance	\$ 7,936,070.94	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 7,936,070.94</u></u>	5.10%
PMA Flex 1048		
Statement Balance	\$ 23,351.26	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 23,351.26</u></u>	0.01%
PMA Stud Activity Account		
Statement Balance	\$ 326,916.51	
Less: Outstanding Checks	\$ (1,201.92)	
Plus Deposits in Transit	\$ 2,257.95	
Adjusted	<u><u>\$ 327,972.54</u></u>	0.21%

PMA 1056 Bonds			
Statement Balance	\$	0.23	
Less: Outstanding Checks (Transfer)	\$	-	
Plus Deposits in Transit	\$	-	
Adjusted	<u>\$</u>	<u>0.23</u>	0.00%
PMA 1058 Referendum			
Statement Balance	\$	52,628,104.01	
Less: Outstanding Checks (Transfer)	\$	-	
Plus Deposits in Transit	\$	-	
Adjusted	<u>\$</u>	<u>52,628,104.01</u>	33.79%
PMA 1005 Food Service			
Statement Balance	\$	882,607.87	
Less: Outstanding Checks (Transfer)	\$	-	
Plus Deposits in Transit	\$	(2,376.95)	
Adjusted	<u>\$</u>	<u>880,230.93</u>	0.57%
Wells Fargo 1022			
Statement Balance	\$	2,811,291.20	
Less: Outstanding Checks (Transfer)	\$	-	
Unrealized (gain)/loss	\$	31.81	
(Increase)/decrease in investment cost value	\$	-	
Adjusted	<u>\$</u>	<u>2,811,323.01</u>	1.81%
Fifth Third Bank 1024			
Statement Balance	\$	23,135,577.54	
Unrealized (gain)/loss	\$	706,541.96	
(Increase)/decrease in investment cost value	\$	30,013.01	
Adjusted	<u>\$</u>	<u>23,872,132.51</u>	15.33%
JP Morgan Investments 1051			
Statement Balance	\$	6,295,124.63	
Unrealized (gain)/loss	\$	(29,234.49)	
Accrued Interest	\$	-	
(Increase)/decrease in investment cost value	\$	(42,240.69)	
Adjusted	<u>\$</u>	<u>6,223,649.45</u>	4.00%
Fifth Third Bank WC 1055			
Statement Balance	\$	101,784.66	
Unrealized (gain)/loss	\$	-	
(Increase)/decrease in investment cost value	\$	-	
Adjusted	<u>\$</u>	<u>101,784.66</u>	0.07%

Fifth Third Bank-Capital Projects 1057

Statement Balance	\$	3,406,540.71	
Plus Deposits in Transit (Transfer)	\$	-	
Unrealized (gain)/loss	\$	69,588.03	
(Increase)/decrease in investment cost value	\$	1,695.47	
Adjusted	\$	<u><u>3,477,824.21</u></u>	2.23%
Total Cash and Investments	\$	155,729,272.10	100.00%



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023
To: Members of the Board of Education
From: Dr. Michael Lubelfeld, Superintendent of Schools
Subject: Destruction of Closed Session Audio Recordings - 8/10/21 & 8/24/21

Policy Alignment: Policy 2.220 Board of Education Meeting Procedures

Disposition: Action

Executive Summary:

In accordance with Board Policy 2:220 Board of Education Meeting Procedures, the superintendent or Board president shall make audio recordings of all closed session meetings. After 18 months, the audio recordings can be destroyed with the Board's approval.

It is my recommendation that the audio recordings from the closed meetings on August 10, 2021 and August 24, 2021 be destroyed. Written minutes of this closed meeting were approved by the Board and will continue to be maintained in accordance with law and policy.

Recommendation:

Roll call vote to approve the audio recording from the closed meetings on August 10, 2021, and August 24, 2021 be destroyed.



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Approval to Accept Donations

Policy Alignment: Policy 8:80 Gifts To The District

Disposition: Approval

Executive Summary:

The Board of Education must approve all donations to District 112. Per Policy 8:80, the School Board accepts gifts from any education foundation or other entity or individual, provided the district can use the gift in a manner compatible with the school district's mission, objectives and policies. It is my pleasure to present to the Board of Education the following donations:

- 25 School Supply Kits from Staples

North Shore School District 112 greatly appreciates these generous donations and recommends a letter of acknowledgment be sent to the donors on behalf of the Board of Education following approval of this recommendation.

Recommendation: Action

Roll call vote to approve the donations listed above and a letter of acknowledgment to be sent to the donors on behalf of the Board of Education for their generous donations to District 112.



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Property Disposal

Policy Alignment: Policy 4:80 Disposition of District Property &
Policy 4:70 Resource Conservation

Disposition: Approval

Executive Summary:

North Shore School District has a continuous need to dispose of aged or broken furnishings and supplies properly. Items collected between each Board meeting will be listed and attached to the Board memo. The two governing Board Policies:

- Board Policy: 4:80, *Disposition of District Property*: “The Superintendent or designee shall notify the Board, as necessary, of any (1) District personal property no longer needed for school purposes and (2) school sites, buildings, or other real estates that are unnecessary, unsuitable or inconvenient, so that the Board may consider its disposition. Notwithstanding the above, the superintendent or designee may unilaterally dispose of personal property of diminutive value.”
- Board Policy 4:70, *Resource Conservation* addresses the process of recycling (disposal), reuse, or donation.

Both policies work hand in hand to ensure the Board has the approval of any items to be disposed of and further ensures the disposal method is intended to be as sustainable as possible.

Each department or building level administration will generate the Property Disposal list(s) with a second-level signature acknowledging the disposal. Please find the attached list of items that will be disposed of during the next week.

Recommendation: Action

Roll call vote to approve the property disposal as listed on the attached form.

North Shore School District 112 Property Disposal

Property items of North Shore School District 112 are defined as any item not considered land, real estate, or a

It is requested that the following items be declared surplus inventory and disposed of by North Shore School District 112.

Requested by: Karen Grost

Location : Indian Trail
(Building & Room Number)

Date: 1/12/23

Principal Approval: _____

Department Approval: Kevin Ryan

Item	Quantity	Condition	Equipment	Description	Approximate Year(s) or Purchase	Purchased with grant funds (Y/N)	Estimated Value	Digital Picture	Reason for Removal
Sample	150	damaged	library books	broken binding, torn pages, etc.	1990-2000	N	NA	attach a photo of the box(es) of books	damaged books
1	2	old	Text Collection	Pancho Rabbit and the Coyote, Tonatiuh	2012	N	N/A	N/A	Outdated Curriculum
2	2	old	Text Collection	Rosa, Giovanni	2012	N			Outdated Curriculum
3	2	old	Text Collection	Seeds of Freedom, Bass	2012	N			Outdated Curriculum
4	1	old	Text Collection	The Firekeeper's Son, Park	2012	N			Outdated Curriculum
5	1	old	Text Collection	Conoce a Gabriela Mistral, Leon	2012	N			Outdated Curriculum
6	1	old	Text Collection	Who Eats What?, Lauber	2012	N			Outdated Curriculum
7	1	old	Text Collection	The Great Migration, Lawrence	2012	N			Outdated Curriculum
8	1	old	Text Collection	My Brave Year of Firsts, Curtis & Comell	2012	N			Outdated Curriculum
9	1	old	Text Collection	Biblioburro, Winter	2012	N			Outdated Curriculum
10	1	old	Text Collection	Honey, I Love, Gilchrist	2012	N			Outdated Curriculum
11	1	old	Text Collection	Naming Liberty, Yolen	2012	N			Outdated Curriculum
12	2	old	Text Collection	A Splash of Red, Bryant	2012	N			Outdated Curriculum
13	1	old	Text Collection	Tomas and the Library Lady, Mora	2012	N			Outdated Curriculum
14	1	old	Text Collection	Wish, Thong	2012	N			Outdated Curriculum
15	1	old	Text Collection	How the Camel Got His Hump, Kipling	2012	N			Outdated Curriculum
16	1	old	Text Collection	The Leaving Morning, Johnson A.	2012	N			Outdated Curriculum
17	1	old	Text Collection	Fables, Lobel	2012	N			Outdated Curriculum
18	1	old	Text Collection	Brer Rabbit, Harris	2012	N			Outdated Curriculum
19	1	old	Text Collection	Two Bad Ants, Van Allsburg	2012	N			Outdated Curriculum
20	1	old	Text Collection	From Seed to Pumpkin, Pfeffer	2012	N			Outdated Curriculum
21	1	old	Text Collection	The Sign Painter, Say	2012	N			Outdated Curriculum

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Date: 1/12/23

(Building & Room Number)
Box #2

[illegible]

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Date: 1/12/23

Department Approval: Kevin Ryan

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Department Approval: Kevin Ryan

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Date: 1/12/23

Department Approval: Kevin Ryan

[illegible]

Property items of North Shore School District 112 are defined as any item not considered land, real estate, or a

Requested by: Karen Grost

Location : Indian Trail

Date: 1/12/23

Principal Approval: _____

Department Approval: Kevin Ryan

[illegible]

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It is requested that the following items be declared surplus inventory and disposed of by North Shore School District 112.

Date: 1/12/23

Department Approval: Kevin Ryan

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Department Approval: Kevin Ryan

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Department Approval: Kevin Ryan

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North Shore School District 112 Property Disposal

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It is requested that the following items be declared surplus inventory and disposed of by North Shore School District 112.

Requested by: Karen Grost

Location : Indian Trail Library
(Building & Room Number)

Date: 1/12/23

Principal Approval: _____

Department Approval: Kevin Ryan

Item	Quantity	Condition	Equipment	Description	Approximate Year(s) or Purchase	Purchased with grant funds (Y/N)	Estimated Value	Digital Picture	Reason for Removal
<i>Sample</i>	150	<i>damaged</i>	<i>library books</i>	<i>broken binding, tom pages, etc.</i>	1990-2000	<i>N</i>	<i>NA</i>	<i>attach a photo of the box(es) of books</i>	<i>damaged books</i>
1	2	old	Text Collection	"The Tale of Mr. Jeremy Fisher", Potter	2012	N	N/A	N/A	Outdated Curriculum
2	2	old	Text Collection	"The Tale of Peter Rabbit", Potter	2012	N	N/A	N/A	Outdated Curriculum
3	2	old	Text Collection	"The Tale of Squirrel Nutkin", Potter	2012	N	N/A	N/A	Outdated Curriculum
4	2	old	Text Collection	"The Tale of Jemima Puddle-Duck", Potter	2012	N	N/A	N/A	Outdated Curriculum
5	2	old	Text Collection	"The Tale of Benjamin Bunny", Potter	2012	N	N/A	N/A	Outdated Curriculum
6	1	old	Text Collection	"The Tale of Johnny Town-Mouse", Potter	2012	N	N/A	N/A	Outdated Curriculum
7	1	old	Text Collection	"The Tale of Pigling Bland", Potter	2012	N	N/A	N/A	Outdated Curriculum
8	1	old	Text Collection	"The Tale of Timmy Tiptoes", Potter	2012	N	N/A	N/A	Outdated Curriculum
9	1	old	Text Collection	"The Tale of Samuel Whiskers", Potter	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Tale of the Flopsy Bunny", Potter	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Story of Miss Moppet", Potter	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Tale of Two Bad Mice", Potter	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Tale of Tom Kitten", Potter	2012	N	N/A	N/A	Outdated Curriculum
	3	old	Text Collection	"The Hello, Goodbye Window", Juster & Raschka	2012	N	N/A	N/A	Outdated Curriculum
	2	old	Text Collection	"Curiosity", Motum	2012	N	N/A	N/A	Outdated Curriculum
	3	old	Text Collection	"Planting Stories", Denise	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Year at Maple Hill Farm", Provensen	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Aunt Flossie's Hats", Howard	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Return of the Dapper Men", McCann & Lee	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Bub", Babbitt	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Other Side", Woodson	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Hans Christian Anderson", Miller	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Miracle Mud", Kelly	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Looking Like Me", Myers	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Science Matters: Northern Lights", Whitfield	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"The Sweetest Fig", Van Allsburg	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"Sailing with the Wind", Locker	2012	N	N/A	N/A	Outdated Curriculum
	1	old	Text Collection	"My Brother Loved Snowflakes", Bahr	2012	N	N/A	N/A	Outdated Curriculum

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Requested by: Karen Grost

Location : Indian Trail Library
(Building & Room Number)

Date: 1/13/23

Principal Approval: _____

Department Approval: Kevin Ryan

Item	Quantity	Condition	Equipment	Description	Approximate Year(s) or Purchase	Purchased with grant funds (Y/N)	Estimated Value	Digital Picture	Reason for Removal
<i>Sample</i>	150	<i>damaged</i>	<i>library books</i>	<i>broken binding, torn pages, etc.</i>	1990-2000	N	NA	<i>attach a photo of the box(es) of books</i>	<i>damaged books</i>
1	15	Old	textbooks	13 Clocks	2012	N	N/A	N/A	Outdated Curriculum
2	13	Old	textbooks	The Lightning Thief	2012	N	N/A	N/A	Outdated Curriculum
3	11	Old	textbooks	Easter	2012	N	N/A	N/A	Outdated Curriculum
4	11	Old	textbooks	Passover	2012	N	N/A	N/A	Outdated Curriculum
5	10	Old	textbooks	Thanksgiving	2012	N	N/A	N/A	Outdated Curriculum
6	12	Old	textbooks	Halloween	2012	N	N/A	N/A	Outdated Curriculum
7	13	Old	textbooks	Cinco de Mayo	2012	N	N/A	N/A	Outdated Curriculum
8	5	Old	textbooks	Chinese New Year	2012	N	N/A	N/A	Outdated Curriculum
9	9	Old	textbooks	New Year's Day	2012	N	N/A	N/A	Outdated Curriculum
10	7	Old	textbooks	Kwanzaa	2012	N	N/A	N/A	Outdated Curriculum
11	9	Old	textbooks	Hanukkah	2012	N	N/A	N/A	Outdated Curriculum
12	8	Old	textbooks	Christmas	2012	N	N/A	N/A	Outdated Curriculum
13	1	Old	textbooks	Waiting for the Biblioburro	2012	N	N/A	N/A	Outdated Curriculum
14	1	Old	textbooks	The Boy Who Conquered Everest	2012	N	N/A	N/A	Outdated Curriculum
15	1	Old	textbooks	What Can You Do with a Paleta?	2012	N	N/A	N/A	Outdated Curriculum
16	1	Old	textbooks	Storm in the Night	2012	N	N/A	N/A	Outdated Curriculum
17	1	Old	textbooks	Me...Jane	2012	N	N/A	N/A	Outdated Curriculum
18	1	Old	textbooks	From Seed To Plant	2012	N	N/A	N/A	Outdated Curriculum
19	1	Old	textbooks	Biblioburro	2012	N	N/A	N/A	Outdated Curriculum
20	1	Old	textbooks	I Read Signs	2012	N	N/A	N/A	Outdated Curriculum
21	1	Old	textbooks	Water, Water Everywhere	2012	N	N/A	N/A	Outdated Curriculum
22	1	Old	textbooks	Honey, I Love	2012	N	N/A	N/A	Outdated Curriculum
23	1	Old	textbooks	The Paper Bag Princess	2012	N	N/A	N/A	Outdated Curriculum
24	1	Old	textbooks	Over an'd Under	2012	N	N/A	N/A	Outdated Curriculum
25	1	Old	textbooks	Shi-shi-etko	2012	N	N/A	N/A	Outdated Curriculum
26	1	Old	textbooks	Brave Gril	2012	N	N/A	N/A	Outdated Curriculum
27	1	Old	textbooks	Volcanoes	2012	N	N/A	N/A	Outdated Curriculum
28	1	Old	textbooks	Tea with Milk	2012	N	N/A	N/A	Outdated Curriculum
29	1	Old	textbooks	sisters and brothers	2012	N	N/A	N/A	Outdated Curriculum
30	1	Old	textbooks	Animals in Winter	2012	N	N/A	N/A	Outdated Curriculum

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1	1	old	textbooks	The Bush Bunyip	2012	N	N/A	N/A	Old Curriculum
2	1	old	textbooks	Piecing Earth & Sky Together	2012	N	N/A	N/A	Old Curriculum
3	1	old	textbooks	How the Mouse Got Brown Teeth	2012	N	N/A	N/A	Old Curriculum
4	1	old	textbooks	The Story of Hungbu and Nolbu	2012	N	N/A	N/A	Old Curriculum
5	6	old	textbooks	The Reason For A Flower	2012	N	N/A	N/A	Old Curriculum
6	1	old	textbooks	Animals in Winter	2012	N	N/A	N/A	Old Curriculum
7	1	old	textbooks	I See the Sun in China	2012	N	N/A	N/A	Old Curriculum
8	2	old	textbooks	Mr. Ferris and His Wheel	2012	N	N/A	N/A	Old Curriculum
9	1	old	textbooks	Hope and Tears of Ellis Island	2012	N	N/A	N/A	Old Curriculum
10	1	old	textbooks	The Tale of Rabbit and Coyote	2012	N	N/A	N/A	Old Curriculum
11	2	old	textbooks	I Live in Tokyo	2012	N	N/A	N/A	Old Curriculum
12	1	old	textbooks	Leo the Late Bloomer	2012	N	N/A	N/A	Old Curriculum
13	1	old	textbooks	Silly Sally	2012	N	N/A	N/A	Old Curriculum
14	16	old	textbooks	What Makes a Masterpiece	2012	N	N/A	N/A	Old Curriculum
15	1	old	textbooks	Superhero	2012	N	N/A	N/A	Old Curriculum
16	2	old	textbooks	Ninja Meerkats- The Clan of the Scorpion	2012	N	N/A	N/A	Old Curriculum
17	2	old	textbooks	Ninja Meerkats- The Eye of the Monkey	2012	N	N/A	N/A	Old Curriculum
18	2	old	textbooks	Ninja Meerkats- Excape from Ice Mountain	2012	N	N/A	N/A	Old Curriculum
19	2	old	textbooks	Ninja Meerkats- Hollywood Showdown	2012	N	N/A	N/A	Old Curriculum
20	1	old	textbooks	Jess and the Stinky Cowboys	2012	N	N/A	N/A	Old Curriculum
21	1	old	textbooks	From Slave To Soldier	2012	N	N/A	N/A	Old Curriculum
22	2	old	textbooks	Tony Baloney	2012	N	N/A	N/A	Old Curriculum
23	1	old	textbooks	My Auntie Susan	2012	N	N/A	N/A	Old Curriculum
24	1	old	textbooks	Oliver	2012	N	N/A	N/A	Old Curriculum
25	1	old	textbooks	Baseball Ballerina	2012	N	N/A	N/A	Old Curriculum
26	1	old	textbooks	Chester	2012	N	N/A	N/A	Old Curriculum
27	1	old	textbooks	My Big, New Bed	2012	N	N/A	N/A	Old Curriculum
28	1	old	textbooks	Little Rat Makes Music	2012	N	N/A	N/A	Old Curriculum
29	1	old	textbooks	Little Rat Sets Sail	2012	N	N/A	N/A	Old Curriculum
30	1	old	textbooks	Little Rat Rides	2012	N	N/A	N/A	Old Curriculum
31	2	old	textbooks	ane and the Very Bossy Dolores S	2012	N	N/A	N/A	Old Curriculum
32	3	old	textbooks	Andy Shane and the Pumpkin Trick	2012	N	N/A	N/A	Old Curriculum
33	2	old	textbooks	Andy Shane and the Queen of Egv	2012	N	N/A	N/A	Old Curriculum
34	1	old	textbooks	Andy Shane is not in Love	2012	N	N/A	N/A	Old Curriculum
35	3	old	textbooks	Andy Shane and the Bam Sale Myst	2012	N	N/A	N/A	Old Curriculum
36	1	old	textbooks	Dinkin Dings	2012	N	N/A	N/A	Old Curriculum
37	1	old	textbooks	Zlateh The Goat	2012	N	N/A	N/A	Old Curriculum
38	1	old	textbooks	From Bud to Blossso	2012	N	N/A	N/A	Old Curriculum
39	1	old	textbooks	The Year of Billy Miller	2012	N	N/A	N/A	Old Curriculum
40	1	old	textbooks	Can of Worms	2012	N	N/A	N/A	Old Curriculum
41	1	old	textbooks	Fashion Kitty	2012	N	N/A	N/A	Old Curriculum

Property items of North Shore School District 112 are defined as any item not considered land, real estate, or a
It is requested that the following items be declared surplus inventory and disposed of by North Shore School District 112.

Date: 2/14/23

Department Approval: Kevin Ryan

[illegible]



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: Approve Board Policy Updates
Board Policy Alignment: Policy 2:240- Board Policy Development
Disposition: Action

Executive Summary:

The Board governs the District using written policies to ensure legal compliance, establish consistent processes, delegate authority and define operating limits. Board Policy 2:240 requires the Board to continually monitor policies for legal compliance, relevance, and effectiveness.

The Policy Committee met on January 10, 2023, to review updates recommended by the Illinois Association of School Board's PRESS Issue 110. The committee also completed the periodic review of a list of policies suggested by PRESS as part of ongoing monitoring for relevancy and effectiveness.

Based on the Committee's recommendations, the Board was presented with draft policy updates for review at the January 17, 2023 Regular Meeting. There were no concerns expressed and the Board is now asked to approve final drafts of the following policies as presented:

- 2:100 Board Member Conflict of Interest
- 2:105 Ethics and Gift Ban
- 2:210 Organizational School Board Meeting
- 2:265 Title IX Sexual Harassment Grievance Procedure
- 4:10 Fiscal and Business Management
- 4:140 Waiver of Student Fees
- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 5:20 Workplace Harassment Prohibited
- 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest
- 5:190 Teacher Qualifications
- 5:220 Substitute Teachers

- 5:250 Leaves of Absence
- 5:280 Duties and Qualifications
- 5:320 Evaluation
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:15 School Accountability
- 6:20 School Year Calendar and Day
- 6:50 School Wellness
- 6:60 Curriculum Content
- 6:65 Student Social and Emotional Development
- 6:250 Community Resource Persons and Volunteers
- 6:255 Assemblies and Ceremonies
- 6:260 Complaints About Curriculum, Instructional Materials, and Programs
- 6:340 Student Testing and Assessment Program
- 7:50 School Admissions and Student Transfers To and From Non-District Schools
- 7:70 Attendance and Truancy
- 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
- 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:250 Student Support Services
- 7:285 Anaphylaxis Prevention, Response, and Management Program
- 7:290 Suicide and Depression Awareness and Prevention
- 7:340 Student Records

The following policies were part of the Committee's periodic review and updated language was recommended in Policy 4:55. The Board is asked to approve the final draft of Policy 4:55 and the periodic review of the following policies:

- 2:150 Committees
- 2:250 Access to District Public Records
- 3:10 Goals and Objectives
- 4:55 Use of Credit and Procurement Cards (*revised with updated language*)
- 5:170 Copyright
- 5:190 Teacher Qualifications
- 5:260 Student Teachers
- 6:130 Program for the Gifted
- 6:270 Guidance and Counseling Program

Recommendation:

Voice Vote to approve policy updates and periodic review as presented.

Document Status: Draft Update

2:100 Board Member Conflict of Interest

No Board of Education member shall: (1) have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by State or federal law; or (2) solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts with the District. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Board members must annually file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District's main office is located by May 1.

Federal and State Grant Awards

No Board member shall participate in the selection, award, or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) ([30 ILCS 708/](#)) if he or she has a real or apparent conflict of interest. A conflict of interest arises when a Board member or any of the following individuals has a financial or other interest in or a tangible benefit from [PRESSPlus1](#) the entity selected for the contract:

1. ~~Any person that has a close personal relationship with a Board member that may compromise or impair the Board member's fairness and impartiality, including a~~ A member of the Board member's immediate family ~~or household~~;
2. The Board member's ~~business~~ partner; [PRESSPlus2](#) or
3. An entity that employs or is about to employ the Board member or one of the individuals listed in one or two above.

LEGAL REF.:

105 ILCS 5/10-9.

~~5 ILCS 420/4A-101.5, 420/4A-105, 420/4A-106.5, and 420/4A-107,~~ Ill. Governmental Ethics Act.

30 ILCS 708/, Grant Accountability and Transparency Act.

50 ILCS 105/3, Public Officer Prohibited Activities Act.

~~105 ILCS 5/10-9.~~

2 C.F.R. §200.318(c)(1).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest)

PRESSPlus Comments

PRESSPlus 1. Updated in response to PRESS Advisory Board (PAB) member feedback regarding alignment of the conflict of interest language to 2 C.F.R. §200.318. **Issue 110, October 2022**

PRESSPlus 2. The law does not define *partner*; consult the board attorney about whether this term includes domestic partners, business partners, or both. **Issue 110, October 2022**

Document Status: Draft Update

2:105 Ethics and Gift Ban

Prohibited Political Activity

The following precepts govern political activities being conducted by District employees and Board of Education members:

1. No employee shall intentionally perform any *political activity* during any *compensated time*, as those terms are defined herein.
2. No Board member or employee shall intentionally use any District property or resources in connection with any political activity.
3. At no time shall any Board member or employee intentionally require any other Board member or employee to perform any political activity: (a) as part of that Board member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, such as, holidays, vacation, or personal time off.
4. No Board member or employee shall be required at any time to participate in any political activity in consideration for that Board member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise; nor shall any Board member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any political activity.
5. No Board member or employee should solicit donations from vendors or contractors for the District.

A Board member or employee may engage in any activity that: (1) is otherwise appropriate as part of his or her official duties, or (2) is undertaken by the individual on a voluntary basis that is not prohibited by this policy.

Limitations on Receiving Gifts

Except as permitted by this policy, no Board member or employee, and no spouse of or immediate family member living with a Board member or employee shall intentionally solicit or accept any *gift* from any *prohibited source*, as those terms are defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fundraising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.

6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. *Catered* means food or refreshments that are purchased ready to consume, which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. *Intra-governmental gift* means any gift given to a Board member or employee from another Board member or employee, and *inter-governmental gift* means any gift given to a Board member or employee from an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board member or employee, his or her spouse or an immediate family member living with the Board member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under [26 U.S.C. §501\(c\)\(3\)](#).

Enforcement

The Board President and Superintendent shall seek guidance from the Board attorney concerning compliance with and enforcement of this policy and State ethics laws. The Board may, as necessary or prudent, appoint an Ethics Advisor for this task.

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board President. If attempts to correct any misunderstanding or problem do not resolve the matter, the Superintendent or Board President shall, after consulting with the Board Attorney, either place the

alleged violation on a Board meeting agenda for the Board's disposition or refer the complainant to Board policy 2:260, *Uniform Grievance Procedure*. A Board member who is related, either by blood or by marriage, up to the degree of first cousin, to the person who is the subject of the complaint, shall not participate in any decision-making capacity for the Board. If the Board finds it more likely than not that the allegations in a complaint are true, it shall notify the State's Attorney and/or consider disciplinary action for the employee.

Definitions

Unless otherwise stated, all terms used in this policy have the definitions given in the State Officials and Employees Ethics Act, [5 ILCS 430/1-5](#).

Political activity means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

With respect to an employee whose hours are not fixed, *compensated time* includes any period of time when the employee is on premises under the control of the District and any other time when the employee is executing his or her official duties, regardless of location.

Prohibited source means any person or entity who:

1. Is seeking official action by: (a) a Board member, or (b) an employee, or by the Board member or another employee directing that employee;
2. Does business or seeks to do business with: (a) a Board member, or (b) an employee, or with the Board member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee;
4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

Gift means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board member or employee.

Complaints of Sexual Harassment Made Against Board Members by Elected Officials

Pursuant to the State Officials and Employees Ethics Act ([5 ILCS 430/70-5](#)), members of the Board and other elected officials are encouraged to promptly report claims of sexual harassment by a Board member. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available. If the official feels comfortable doing so, he or she should directly inform the individual that the individual's conduct or communication is offensive and must stop.

Board members and elected officials should report claims of sexual harassment against a member of the Board to the Board President or Superintendent. If the report is made to the Superintendent, the Superintendent shall promptly notify the President, or if the President is the subject of the complaint, the Vice President. Reports of sexual harassment will be confidential to the greatest extent practicable.

When a complaint of sexual harassment is made against a member of the Board by another Board member or other elected official, the Superintendent shall appoint a qualified outside investigator who is not a District employee or Board member to conduct an independent review of the allegations. The investigator shall prepare a written report and submit it to the Board.

If a Board member has engaged in sexual harassment, the matter will be addressed in accordance with the authority of the Board.

The Superintendent will post this policy on the District website and/or make this policy available in the District's administrative office.

LEGAL REF.:

105 ILCS 5/22-930 (final citation pending). [PRESSPlus1](#)

5 ILCS 430/, State Officials and Employees Ethics Act.

10 ILCS 5/9-25.1, Election Interference Prohibition Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), [2:110 \(Qualifications, Term, and Duties of Board Officers\)](#), 2:260 (Uniform Grievance Procedure), 4:60 (Purchases and Contracts), 5:120

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated with the final citation for 105 ILCS 5/22-93, added by P.A. 102-327 and renumbered by P.A. 102-813, establishing a gift ban for school guidance counselors. **Issue 110, October 2022**

Document Status: Draft Update

2:210 Organizational Board of Education Meeting

During a March meeting in odd-numbered years, the Board of Education establishes a date for its organizational meeting to be held sometime after the election authority canvasses the vote, but within ~~40~~^{PRESSPlus1} days after the consolidated election. The consolidated election is held on the first Tuesday in April of odd-numbered years. If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover. At the organizational meeting the following shall occur:

1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in Board policy 2:80, *Board Member Oath and Conduct*.
2. The new Board members shall be seated.
3. The Board shall elect its officers, who assume office immediately upon their election.
4. The Board shall fix a time and date for its regular meetings.

LEGAL REF.:

~~10 ILCS 5/2A-1 et seq.~~ 105 ILCS 5/10-5, 5/10-16, and 5/10-16.5.

10 ILCS 5/2A-1 et seq., Election Code.

CROSS REF.: 2:30 (School District Elections), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:220 (Board of Education Meeting Procedure), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-16, amended by P.A. 102-798, extending the timeframe in which a board must hold its organizational meeting from 28 to 40 days after the consolidated election. **Issue 110, October 2022**

Document Status: Draft Update

2:265 Title IX Sexual Harassment Grievance Procedure

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations ([34 C.F.R. Part 106](#)) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.

Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(11~~9~~), *domestic violence* as defined in 34 U.S.C. §12291(a)(12~~8~~), or *stalking* as defined in 34 U.S.C. §12291(a)(36~~9~~). [PRESSPlus1](#)

Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion.

Definitions from [34 C.F.R. §106.30](#)

Complainant means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

Education program or activity includes locations, events, or circumstances where the District has substantial control over both the *Respondent* and the context in which alleged sexual harassment occurs.

Formal Title IX Sexual Harassment Complaint means a document filed by a *Complainant* or signed by the Title IX Coordinator alleging sexual harassment against a *Respondent* and requesting that the District investigate the allegation.

Respondent means an individual who has been reported to be the perpetrator of the conduct that could constitute sexual harassment.

Supportive measures mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the *Complainant* or the *Respondent* before or after the filing of a *Formal Title IX Sexual Harassment Complaint* or where no *Formal Title IX Sexual Harassment Complaint* has been filed.

Title IX Sexual Harassment Prevention and Response

The Superintendent or designee will ensure that the District prevents and responds to allegations of Title IX Sexual Harassment as follows:

1. Ensures that the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*, incorporates (a) age-appropriate sexual abuse and assault awareness and prevention programs in grades pre-K through 12, and (b) age-appropriate education about the warning signs, recognition, dangers, and prevention of teen dating violence in grades 7-12. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
2. Incorporates education and training for school staff pursuant to policy 5:100, *Staff Development Program*, and as recommended by the Superintendent, Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, or a Complaint Manager.
3. Notifies applicants for employment, students, parents/guardians, employees, and collective bargaining units of this policy and contact information for the Title IX Coordinator by, at a minimum, prominently displaying them on the District's website, if any, and in each handbook made available to such persons.

Making a Report

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender.

School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

The Superintendent shall insert into this policy and keep current the name, office address, email address, and telephone number of the Title IX Coordinator.

Title IX Coordinator:

Dr. Monica Schroeder, Deputy Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
mschroeder@nssd112.org
224-765-3044

Processing and Reviewing a Report or Complaint

Upon receipt of a report, the Title IX Coordinator and/or designee will promptly contact the *Complainant* to: (1) discuss the availability of supportive measures, (2) consider the *Complainant's*

wishes with respect to *supportive measures*, (3) inform the *Complainant* of the availability of *supportive measures* with or without the filing of a *Formal Title IX Sexual Harassment Complaint*, and (4) explain to the *Complainant* the process for filing a *Formal Title IX Sexual Harassment Complaint*.

Further, the Title IX Coordinator will analyze the report to identify and determine whether there is another or an additional appropriate method(s) for processing and reviewing it. For any report received, the Title IX Coordinator shall review Board policies 2:260, *Uniform Grievance Procedure*; 5:20, *Workplace Harassment Prohibited*; 5:90, *Abused and Neglected Child Reporting*; 5:120, *Employee Ethics*; *Code of Professional Conduct*; and *Conflict of Interest*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; 7:185, *Teen Dating Violence Prohibited*; and 7:190, *Student Behavior*, to determine if the allegations in the report require further action.

Reports of alleged sexual harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational program or activity that is productive, respectful, and free of sexual harassment.

Formal Title IX Sexual Harassment Complaint Grievance Process

When a *Formal Title IX Sexual Harassment Complaint* is filed, the Title IX Coordinator will investigate it or appoint a qualified person to undertake the investigation.

The Superintendent or designee shall implement procedures to ensure that all *Formal Title IX Sexual Harassment Complaints* are processed and reviewed according to a Title IX grievance process that fully complies with [34 C.F.R. §106.45](#). The District's grievance process shall, at a minimum:

1. Treat *Complainants* and *Respondents* equitably by providing remedies to a *Complainant* where the *Respondent* is determined to be responsible for sexual harassment, and by following a grievance process that complies with [34 C.F.R. §106.45](#) before the imposition of any disciplinary sanctions or other actions against a *Respondent*.
2. Require an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations may not be based on a person's status as a *Complainant*, *Respondent*, or witness.
3. Require that any individual designated by the District as a Title IX Coordinator, investigator, decision-maker, or any person designated by the District to facilitate an informal resolution process:
 - a. Not have a conflict of interest or bias for or against complainants or respondents generally or an individual *Complainant* or *Respondent*.
 - b. Receive training on the definition of sexual harassment, the scope of the District's *education program or activity*, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
4. Require that any individual designated by the District as an investigator receiving training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
5. Require that any individual designated by the District as a decision-maker receive training on issues of relevance of questions and evidence, including when questions and evidence about the *Complainant's* sexual predisposition or prior sexual behavior are not relevant.
6. Include a presumption that the *Respondent* is not responsible for the alleged conduct until a

determination regarding responsibility is made at the conclusion of the grievance process.

7. Include reasonably prompt timeframes for conclusion of the grievance process.
8. Describe the range of possible disciplinary sanctions and remedies the District may implement following any determination of responsibility.
9. Base all decisions upon the *preponderance of evidence* standard.
10. Include the procedures and permissible bases for the *Complainant* and *Respondent* to appeal.
11. Describe the range of *supportive measures* available to *Complainants* and *Respondents*.
12. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

Enforcement

Any District employee who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action.

This policy does not increase or diminish the ability of the District or the parties to exercise any other rights under existing law.

Retaliation Prohibited

The District prohibits any form of retaliation against anyone who, in good faith, has made a report or complaint, assisted, or participated or refused to participate in any manner in a proceeding under this policy. Any person should report claims of retaliation using Board policy 2:260, *Uniform Grievance Procedure*.

Any person who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will be subject to disciplinary action, up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.:

20 U.S.C. §1681 *et seq.*, Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior)

PRESSPlus Comments

PRESSPlus 1. Updated in response to changed citations to the definitions of *dating violence*, *domestic violence*, and *stalking* from the 2022 reauthorization of the Violence Against Women Act (VAWA). The policy uses the updated VAWA citations, although the Title IX regulations at 34 C.F.R. §106.30, which contain pinpoint citations to VAWA, have not been updated. **Issue 110, October 2022**

Document Status: Draft Update

4:10 Fiscal and Business Management

The Superintendent is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the Board of Education and publishing it before December 1 as required by State law.

The Superintendent shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using the District's electronic network shall complete an *Authorization for Access to the District's Electronic Network*.

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent shall present to the Board, regular Board Meeting in June, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

After receiving the Superintendent's proposed budget, the Board sets the date, place, and time for:

1. A public hearing on the proposed budget, and
2. The proposed budget to be available to the public for inspection.

The Board Secretary shall arrange to publish a notice in a local newspaper stating the date, place, and time of the proposed budget's availability for public inspection and the public hearing. The proposed budget shall be available for public inspection at least 30 days before the time of the budget hearing.

At the public hearing, the proposed budget shall be reviewed, including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds. [PRESSPlus1](#) and the public shall be invited to comment, question, or advise the Board.

Final Adoption Procedures

The Board adopts a budget before the end of the first quarter of each fiscal year, September 30, or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within three years according to ISBE requirements.

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board members' names voting *yea* and *nay* shall be recorded in the

minutes.

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that it is posted and provide the website's address.
2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption.
3. Ensure disclosure to the public of the cash reserve balance of all funds held by the district related to its operational levy and, if applicable, any obligations secured by those funds, at the public hearing at which the Board certifies its operational levy. [PRESSPlus2](#)
4. Make all preparations necessary for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act; file the Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
5. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

Any amendments to the budget or Certificate of Tax Levy shall be made as provided in the School Code and Truth in Taxation Act.

Budget Amendments

The Board may amend the budget by the same procedure as provided for in the original adoption.

Implementation

The Superintendent or designee shall implement the District's budget and provide the Board with a monthly financial report that includes all deficit fund balances. The amount budgeted as the expenditure in each fund is the maximum amount that may be expended for that category, except when a transfer of funds is authorized by the Board.

The Board shall act on all interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements of it, if one exists.

LEGAL REF.:

105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-1.3, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.

35 ILCS 200/18-55 et seq., Truth in Taxation Law.

23 Ill.Admin.Code Part 100.

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/17-1.3, added by P.A. 102-895, requiring districts to disclose this cash reserve balance information “at the public hearing at which the district certifies its budget and levy for the taxable year.” The statute does not specify the manner in which the disclosure must be made; for ease of administration, the added text manages disclosure at the budget hearing by including it in the budget review. To provide evidence of compliance, consider as a best practice recording this disclosure in the board meeting minutes and/or presenting it in writing. The term *operational levy* is not defined in the statute, but it may refer to a district’s *operating funds*, which Ill. State Board of Education rules define as the Educational, Operations and Maintenance, Transportation, and Working Cash funds. 23 Ill. Admin.Code §100.20. Consult the board attorney for guidance. **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/17-1.3, added by P.A. 102-895. Consult the board attorney about the meaning of the *public hearing* for the levy and if the disclosure must always be made at the board meeting at which the board certifies the district’s levy, or only in those instances where notice and a *public hearing* are required by the Truth in Taxation Law. 35 ILCS 200/18-70. Similar to the disclosure of cash reserves made at the budget hearing, a district may want to manage compliance for the levy hearing by incorporating the information into the presentation of the levy at the board meeting. **Issue 110, October 2022**

Document Status: Draft Update

4:140 Waiver of Student Fees

The Superintendent will recommend to the Board of Education a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, and other school student fees. Students must also pay fines for the loss of or damage to school books or other school-owned materials.

Fees for textbooks and other instructional materials, as well as fines for the loss or damage of school property [PRESSPlus1](#) are waived for students who meet the eligibility criteria for a fee-waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the following fees and fines are also waived for students who meet the eligibility criteria for feea waiver: athletic participation fees, lock fees, towel fees, shop fees, laboratory fees, and registration fees. Students receiving a fee waiver are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

Notification

The Superintendent shall ensure that a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines, [PRESSPlus2](#) and that applications for fee-waivers are widely available and distributed according to State law and Ill. State Board of Education (ISBE) rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee and fine waiver when:

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals program;
2. The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; [PRESSPlus3](#) or
3. The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a). [PRESSPlus4](#)

The Superintendent or designee will give additional consideration when re one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations;
- When one or more of the parents/guardians are involved in a work stoppage.

Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a

waiver of fees and fines in accordance with State law requirements. ~~The Superintendent or designee may require family income verification at the time an individual applies for a fee waiver and anytime thereafter, but not more often than once every 60 calendar days. The Superintendent or designee shall not use any information from this or any independent verification process to determine free or reduced-price meal eligibility.~~ [PRESSPlus5](#)

If a student receiving a ~~fee~~ waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

LEGAL REF.:

42 U.S.C. §11434a, McKinney-Vento Homeless Assistance Act.

105 ILCS 5/10-20.13, 5/10-22.25, 5/27-24.2, and 5/28-19.2.

23 Ill.Admin.Code §1.245 [may contain unenforceable provisions].

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:140 (Education of Homeless Children)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-805, eff. 1-1-23, requiring districts to waive fees and fines, including fines for the loss of school property, for all eligible students. While districts are only required to waive fines for the *loss* of school property and not the *damage* of school property, this policy extends fine waivers to both for ease of implementation and to encourage students to return school property even if damaged (instead of claiming property is lost to avoid a fine). **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/10-20.13(b), as amended by P.A. 102-805, eff. 1-1-23. **Issue 110, October 2022**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-1032. 105 ILCS 5/10-20.13(b), as amended by P.A. 102-1032, does not specify whether the *income* at or below 200% of the federal poverty line is the household income or solely the income of the veteran/active-duty military parent/guardian. Consult the board attorney for guidance. **Issue 110, October 2022**

PRESSPlus 4. Updated in response to 105 ILCS 5/10-20.13(b), amended by P.A. 102-805, eff. 1-1-23, adding homeless children and youth as students eligible for fee and fine waivers.

See also non-regulatory guidance at www.isbe.net/Documents/guidance_reg.pdf, which states that students who are homeless, migrant, in foster care, runaway, or participating in Head Start are categorically eligible for school fee waivers. **Issue 110, October 2022**

PRESSPlus 5. For districts that establish an application process that is completely independent of a student's application for, eligibility for, or participation in the federal free meals program, see sample exhibit 4:140-E1, *Application for Fee Waiver*. For districts that tie the application process to the federal free meals program application and only ask for *verification* in accordance with the meals program, see sample exhibit 4:140-E2, *Application for Fee Waiver Based on Federal Free Meals Program*. The sample exhibits are available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

Document Status: Draft Update

4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of: (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
 - a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content*;
 - b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
 - a. A definition of prohibited grooming behaviors and employee-student [PRESSPlus1](#) boundary violations pursuant to policy 5:120, *Employee Ethics*; *Code of Professional Conduct*; and *Conflict of Interest*;
 - b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics*; *Code of Professional Conduct*; and *Conflict of Interest*; and
 - c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes:
 - a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based

upon policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;

- b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and
 - c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.
4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.:

105 ILCS 5/10-23.13, 5/22-85.5, 5/27-9.1a, and 5/27-13.2.

105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.

325 ILCS 5/, Abused and Neglected Child Reporting Act.

720 ILCS 5/11-25, Criminal Code of 2012.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

PRESSPlus Comments

PRESSPlus 1. Updated throughout to align with changes made to 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, in response to *Faith's Law*, 105 ILCS 5/22-85.5, added by P.A. 102-676. **Issue 110, October 2022**

Document Status: Draft Update - Rewritten

5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest

Title has been updated. Original Title: Employee Ethics; Conduct; and Conflict of Interest

All District employees are expected to maintain high standards in their job performance, demonstrate integrity and honesty, be considerate and cooperative, and maintain professional and appropriate relationships with students, parents/guardians, staff members, and others. [PRESSPlus1](#)

The Superintendent or designee shall provide this policy to all District employees and students and/or parents/guardians in their respective handbooks, and ensure its posting on the District's website, if any. [PRESSPlus2](#)

Professional and Appropriate Conduct

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. To protect students from sexual misconduct by employees, and employees from the appearance of impropriety, State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries. Many breaches of employee-student boundaries do not rise to the level of criminal behavior but do pose a potential risk to student safety and impact the quality of a safe learning environment. Repeated violations of employee-student boundaries may indicate the grooming of a student for sexual abuse. As bystanders, employees may know of concerning behaviors that no one else is aware of, so their training on: (1) preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior; (2) this policy; and (3) federal and state reporting requirements is essential to maintaining the Board's goal of professional and appropriate conduct. [PRESSPlus3](#)

The Superintendent or designee shall identify employee conduct standards [PRESSPlus4](#) that define appropriate employee-student boundaries, provide training about them, and monitor the District's employees for violations of employee-student boundaries. The employee conduct standards will require that, at a minimum:

1. Employees who are governed by the *Code of Ethics for Illinois Educators*, adopted by the Ill. State Board of Education (ISBE), will comply with its incorporation by reference into this policy. [PRESSPlus5](#)
2. Employees are trained on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*. [PRESSPlus6](#)
3. Employees maintain professional relationships with students, including maintaining employee-student boundaries based upon students' ages, grade levels, and developmental levels and following District-established guidelines for specific situations, including but not limited to:
 - a. Transporting a student;

- b. Taking or possessing a photo or video of a student; and
 - c. Meeting with a student or contacting a student outside the employee's professional role.
4. Employees report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*. [PRESSPlus7](#)
 5. Discipline up to and including dismissal will occur for any employee who violates an employee conduct standard or engages in any of the following: [PRESSPlus8](#)
 - a. Violates expectations and guidelines for employee-student boundaries. [PRESSPlus9](#)
 - b. Sexually harasses a student.
 - c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), or the Elementary and Secondary Education Act (20 U.S.C. § 7926). [PRESSPlus10](#)
 - d. Engages in *grooming* as defined in 720 ILCS 5/11-25. [PRESSPlus11](#)
 - e. Engages in grooming behaviors. Prohibited grooming behaviors include, at a minimum, *sexual misconduct*. *Sexual misconduct* [PRESSPlus12](#) is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
 - i. A sexual or romantic invitation.
 - ii. Dating or soliciting a date.
 - iii. Engaging in sexualized or romantic dialog.
 - iv. Making sexually suggestive comments that are directed toward or with a student.
 - v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
 - vi. A sexual, indecent, romantic, or erotic contact with the student.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Ill. Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts, including collective bargaining agreement(s), in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with 105 ILCS 5/22-5, “no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected,” except when the employee is the author or developer of instructional materials listed with ISBE and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award, or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in or a tangible benefit from the entity selected for the contract:

1. A member of the employee’s immediate family;
2. An employee’s partner; [PRESSPlus13](#) or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or subcontracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated
by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.:

U.S. Constitution, First Amendment.

2 C.F.R. §200.318(c)(1).

5 ILCS 420/4A-101, Ill. Governmental Ethics Act.

5 ILCS 430/, State Officials and Employee Ethics Act.

30 ILCS 708/, Grant Accountability and Transparency Act.

50 ILCS 135/, Local Governmental Employees Political Rights Act.

105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, 5/22-85.5, and 5/22-93.

325 ILCS 5/, Abused and Neglected Child Reporting Act.

720 ILCS 5/11-25, Criminal Code of 2012.

775 ILCS 5/5A-102, Ill. Human Rights Act.

23 Ill.Admin.Code Part 22, Code of Ethics for Ill. Educators.

Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).

Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Terminations and Suspensions), 7:20 (Harassment of Students Prohibited)

PRESSPlus Comments

PRESSPlus 1. This policy is renamed in response to Faith's Law, 105 ILCS 5/22-85.5, added by P.A. 102-676, so its title explicitly references an employee code of professional conduct. It is rewritten to set forth expectations more clearly for employee behavior, including maintaining appropriate boundaries with students.

This policy largely cites 105 ILCS 5/22-85.5, a small portion of the *Faith's Law* package. *Faith's Law* is the entirety of Public Act 102-676, which closed significant legal loopholes related to combating grooming by: (1) broadening the definition of grooming prohibited by the Criminal Code of 2012 (720 ILCS 5/11-25); (2) authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act (325 ILCS 5/3); and (3) requiring the Ill. State Board of Education (ISBE) to, by 7-1-23, develop and maintain a resource guide for students, parents/guardians, and teachers about sexual abuse response and prevention resources available in their community (105 ILCS 5/2-3.188). A *Faith's Law* trailer bill, P.A. 102-702, eff. 7-1-23, further combats grooming by amending School Code provisions related to district and third-party contractor hiring practices, suspension and revocation of employee licenses, and criminal history records checks for prospective and current employees. **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/22-85.5(e), added by P.A. 102-676. See sample exhibits 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, and 7:190-E2, *Student Handbook Checklist*. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh. The sample exhibits are available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

PRESSPlus 3. See 105 ILCS 5/22-85.5(b), added by P.A. 102-676. **Issue 110, October 2022**

PRESSPlus 4. Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*, available at **PRESS** Online by logging in at www.iasb.com. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them. **Issue 110, October 2022**

PRESSPlus 5. 105 ILCS 5/22-85.5(d)(1), added by P.A. 102-676; 23 Ill.Admin.Code Part 22. 105 ILCS 5/22-85.5(d)(1) requires boards to incorporate ISBE's *Code of Ethics for Illinois Educators* in their policies. Prior to this law requiring boards to incorporate the *Code* by reference, this policy incorporated it to demonstrate a board's commitment to the *Code's* principles, potentially allowing a board to enforce the *Code* independently from any action taken by the State Superintendent. **Issue 110, October 2022**

PRESSPlus 6. 105 ILCS 5/22-85.5(d)(5), added by P.A. 102-676, requires districts to reference required employee training related to child abuse and educator ethics in its employee professional conduct policy. **Issue 110, October 2022**

PRESSPlus 7. Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676. See also 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. **Issue 110, October 2022**

PRESSPlus 8. Required by 105 ILCS 5/22-85.5(f), added by P.A. 102-676. **Issue 110, October 2022**

PRESSPlus 9. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*, available at **PRESS** Online by logging in at www.iasb.com. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them. **Issue 110, October 2022**

PRESSPlus 10. Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676. **Issue 110, October 2022**

PRESSPlus 11. 720 ILCS 5/11-25(a), amended by P.A. 102-676, defines *grooming* as follows: "A person commits grooming when he or she knowingly uses a computer on-line service, Internet service, local bulletin board service, or any other device capable of electronic data storage or transmission, performs an act in person or by conduct through a third party, or uses written communication to seduce, solicit, lure, or entice, or attempt to seduce, solicit, lure, or entice, a child, a child's guardian, or another person believed by the person to be a child or a child's guardian, to commit any sex offense as defined in Section 2 of the Sex Offender Registration Act, to distribute photographs depicting the sex organs of the child, or to otherwise engage in any unlawful sexual conduct with a child or with another person believed by the person to be a child. As used in this Section, 'child' means a person under 17 years of age." **Issue 110, October 2022**

PRESSPlus 12. Required by 105 ILCS 5/22-85.5(d)(2), added by P.A. 102-676. This definition of *sexual misconduct* is adapted from 105 ILCS 5/22-85.5(c), added by P.A. 102-676. It results from collaboration to implement some recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See www.sesamenet.org/ for further information. **Issue 110, October 2022**

PRESSPlus 13. The law does not define *partner*; consult the board attorney about whether this term includes domestic partners, business partners, or both. **Issue 110, October 2022**

Document Status: Draft Update

5:20 Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, [PRESSPlus1](#) color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited

The District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

Employees and *nonemployees* (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must

stop.

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Any employee may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District’s current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District’s Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
mschroeder@nssd112.org
224/765-3044

Complaint Managers:

Dr. Holly Colin, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
hcolin@nssd112.org
224/765-3047

Dr. Kevin Ryan, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
kryan@nssd112.org
224/765-3051
-

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District’s duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 ([20 U.S.C. §1681 et seq.](#)), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged workplace harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, *Uniform Grievance*

Procedure, and/or 5:120, *Employee Ethics; Conduct, and Conflict of Interest*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A\(b\)](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

A violation of this policy by an employee may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee may be up to and including discharge.

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act ([5 ILCS 430/](#)), the Whistleblower Act ([740 ILCS 174/](#)), and the Ill. Human Rights Act ([775 ILCS 5/](#)).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U. S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks.

LEGAL REF.:

42 U.S.C. §2000e *et seq.*, Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.

20 U.S.C. §1681 *et seq.*, Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.

5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.

775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.

56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.

~~Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).~~ Vance v. Ball State Univ., 570 U.S. 421 (2013). [PRESSPlus2](#)

Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009).

Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).

Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).

Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).

Faragher v. City of Boca Raton, 524 U.S. 775 (1998).

Harris v. Forklift Systems, 510 U.S. 17 (1993).

Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).

Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).

Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).

Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).

~~Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009).~~

~~Faragher v. City of Boca Raton, 524 U.S. 775 (1998).~~

~~Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).~~

~~Harris v. Forklift Systems, 510 U.S. 17 (1993).~~

~~Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).~~

~~Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).~~

~~Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).~~

~~Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).~~

~~Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).~~

~~Vance v. Ball State Univ., 133 S. Ct. 2434 (2013).~~

~~Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).~~ Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

PRESSPlus Comments

PRESSPlus 1. The Ill. Human Rights Act defines race to include traits associated with race, including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists. 775 ILCS 5/1-103(M-5), added by P.A. 102-1102, eff. 1-1-23. The law allows employers to implement dress codes or adopt grooming policies that include restrictions on attire, clothing, or facial hair to maintain workplace safety or food sanitation. 775 ILCS 5/2-102(E-5). Title VII does not have a definition of race, but U.S. Equal Employment Opportunity Commission (EEOC) guidance provides that “[r]ace discrimination includes discrimination on the basis of ancestry or physical or cultural characteristics associated with a certain race, such as skin color, hair texture or styles, or certain facial features.” See the EEOC’s *Questions and Answers about Race and Color Discrimination in Employment*, at: www.eeoc.gov/laws/guidance/questions-and-answers-about-race-and-color-discrimination-employment. **Issue 110, October 2022**

PRESSPlus 2. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

5:220 Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license ~~or short-term substitute license~~ and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 days beginning with the 2021-2022 through the 2022-2023 school year. [PRESSPlus1](#) otherwise 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. ~~A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days.~~

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2023, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board of Education establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law. [PRESSPlus2](#) ~~s~~ Short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.:

105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20(4).

40 ILCS 5/16-118, III. Pension Code.

23 III.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/21B-20(3), amended by P.A. 102-717. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 105 ILCS 5/21B-20(4), amended by P.A. 102-712, permitting short-term substitute teachers to substitute for a licensed teacher for up to 15 (rather than five) consecutive school days, if the Governor has declared a disaster due to a public health emergency, through 6-30-23. **Issue 110, October 2022**

Document Status: Draft Update

5:250 Leaves of Absence

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave, [PRESSPlus1](#) Sabbatical Leave, Personal Leave, Leave of Absence Without Pay, Child-Rearing Leave

Please refer to the applicable collective bargaining agreement(s).

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Leave to Serve as an Election Judge

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

Leaves for Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly Leave

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

Leave for Employment in Department of Defense

The Board may grant teachers a leave of absence to accept employment in a Dept. of Defense overseas school.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours. Professional staff members must first use all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the professional staff member, except sick, and disability leave.

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or (2) has a family or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

The Victims' Economic Security and Safety Act governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 ([29 U.S.C. §2601](#) *et seq.*).

Leaves to Serve as an Officer or Trustee of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with [105 ILCS 5/24-6.3](#), and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in [105 ILCS 5/24-6.2](#).

COVID-19 Paid Administrative Leave [PRESSPlus2](#)

During any time when the Governor has declared a disaster due to a public health emergency under 20 ILCS 3305/7, paid administrative leave is available to eligible employees if the District, State or any of its agencies, or the local health department has issued guidance, mandates, or rules related to COVID-19 that restrict an employee from being on District property for a reason outlined in State law.

For an employee to be eligible for COVID-19 paid administrative leave, the employee must be fully vaccinated against COVID-19 [PRESSPlus3](#) as defined in 105 ILCS 5/10-20.83 (final citation pending).

[Q1](#)

The employee will receive as many days of administrative leave as required to abide by the public health guidance, mandates, and requirements issued by the Ill. Dept. of Public Health, unless a longer period has been negotiated with the exclusive bargaining representative.

As a condition of being granted COVID-19 paid administrative leave, an employee shall provide all documentation necessary to substantiate the employee's eligibility for the leave, as requested by the Superintendent or designee. [PRESSPlus4](#) An employee who is on COVID-19 paid administrative leave will receive the employee's regular rate of pay; the leave will not diminish any other leave or benefits of the employee. Employees may not accrue COVID-19 paid administrative leave.

LEGAL REF.:

~~105 ILCS 5/10-20.83 (final citation pending), 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.~~

~~10 ILCS 5/13-2.5.~~

~~105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.~~

10 ILCS 5/13-2.5, Election Code.

330 ILCS 61/, Service Member Employment and Reemployment Rights Act.

820 ILCS 147/, School Visitation Rights Act.

820 ILCS 154/, Child Bereavement Leave Act.

820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

Questions and Answers:

***Required Question 1. Does the board require fully vaccinated employees to participate in a district COVID-19 testing program?

☐ No. (Default)

☐ Yes. (IASB will add "and participate in the District's COVID-19 testing program" to the end of this sentence.)

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/24-6, amended by P.A. 102-697, requires districts to return sick leave used by a fully vaccinated teacher for a qualifying COVID-19 related reason during the 2021-2022 school year, provided the teacher was "fully vaccinated against COVID-19" by 5-10-22. The law prohibits districts from rescinding the returned sick leave in the event the definition of "fully vaccinated against COVID-19" is later updated by the Centers for Disease Control and Prevention (CDC) or the Ill. Dept. of Public Health (IDPH) to include recommended booster doses. **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/10-20.83 (final citation pending), added by P.A. 102-697. Whether some or all of the COVID-19 related reasons listed in 105 ILCS 5/10-20.83(b) and (c) (final citation pending) apply will depend upon current health guidance and/or rules. The law requires that this leave also be provided retroactively to an employee for a qualifying reason *prior* to 4-5-22 if the employee was fully vaccinated by 5-10-22. The law prohibits districts from rescinding the paid leave if the definition of “fully vaccinated against COVID-19” is later updated by the CDC or IDPH to include recommended booster doses.

Consult the board attorney for guidance about whether the board must accommodate an employee’s religion or disability by exempting the employee from the COVID-19 vaccination prerequisite in 105 ILCS 5/10-20.83 (final citation pending), added by P.A. 102-697, and/or if the board and union may agree that this leave will extend to all unvaccinated employees. Title VII of the Civil Rights Act of 1964 requires employers to accommodate an employee’s sincere religious objection to an employer vaccination requirement unless doing so would be an “undue hardship” on the employer. 42 U.S.C §2000e(j). Similarly, the Americans with Disabilities Act requires an employer to exempt an employee with a disability (including pregnancy-related disability) from a safety-related standard, such as a vaccination requirement, unless the employee poses a *direct threat* to the health or safety of the employee or others while on the job. 29 C.F.R. §1630.2(r). See also the U.S. Equal Employment Opportunity Commission guidance document, *What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws*, at: www.eeoc.gov/wysk/what-you-should-know-about-covid-19-and-ada-rehabilitation-act-and-other-eeo-laws. **Issue 110, October 2022**

PRESSPlus 3. “Fully vaccinated against COVID-19” means: (1) two weeks after receiving the second dose in a two-dose series of a COVID-19 authorized for emergency use, licensed, or otherwise approved by the U.S. Food and Drug Administration (FDA), or (2) two weeks after receiving a single dose of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA. If the Centers for Disease Control and Prevention (CDC) later revises the definition of “fully vaccinated against COVID-19” to include booster doses, and the Ill. Dept. of Public Health (IDPH) adopts the CDC’s revised definition, then employees will have five weeks after IDPH’s action to receive a booster (if eligible) to remain eligible for COVID-19 paid administrative leave. 105 ILCS 5/10-20.83(g) (final citation pending), added by P.A. 102-697. **Issue 110, October 2022**

PRESSPlus 4. This sentence is optional. 105 ILCS 5/10-20.83(d) (final citation pending), added by P.A. 102-697. It is a best practice for boards to require appropriate documentation to verify employee eligibility for the leave benefit. **Issue 110, October 2022**

Document Status: Draft Update

5:280 Duties and Qualifications

All support staff: (1) must meet qualifications specified in job descriptions, (2) must be able to perform the essential tasks listed and/or assigned, and (3) are subject to Board of Education policies as they may be changed from time to time at the Board's sole discretion.

Paraprofessionals

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the ~~Ill.~~[Illinois](#) State Board of Education (ISBE).

Individuals with only non-instructional duties (e.g., providing technical support for computers, providing personal care services, or performing clerical duties) are not paraprofessionals, and the requirements in this section do not apply. In addition, individuals completing their clinical experiences and/or student teaching do not need to comply with this section, provided their service otherwise complies with ISBE rules.

~~Nonlicensedcertificated and Unlicensed~~[PRESSPlus1](#) Personnel Working with Students and Performing Non-Instructional Duties

~~Nonlicensedcertificated and unlicensed~~ personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule.[PRESSPlus2](#)
or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

Nothing in this policy prevents a ~~nonlicensedcertificated~~ person from serving as a guest lecturer or resource person under a certificated teacher's direction and with the administration's approval.

Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership. Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

Bus Drivers

All school bus drivers must have a valid school bus driver permit. The Superintendent or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus driver permit holder has been called to active duty. New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5:30, *Hiring Process and Criteria* and Board policy 5:285, *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*.

LEGAL REF.:

34 C.F.R. §200.58.

105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b.

625 ILCS 5/6-104 and 5/6-106.1, [Ill. Vehicle Code](#).

23 Ill.Admin.Code §§1.280, 1.630, and 25.510.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6:250 (Community Resource Persons and Volunteers)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 23 Ill.Admin.Code §1.630(c), amended at 45 Ill.Reg. 9446. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 23 Ill.Admin.Code §1.630(c), amended at 45 Ill.Reg. 9446 by P.A 102-894. **Issue 110, October 2022**

Document Status: Draft Update

5:320 Evaluation

~~Please refer to the NSSSA Collective Bargaining Agreement.~~

~~For employees not covered by a current applicable bargaining agreement:~~

The Superintendent is responsible for designing and implementing a program for evaluating the job performance of each educational support staff member according to standards contained in Board of Education policies as well as in compliance with State law and any applicable employee handbook. [PRESSPlus1](#)

Please refer to the NSSSA Collective Bargaining Agreement.

For employees not covered by a current applicable bargaining agreement:

The standards for the evaluation program shall include, but not be limited to:

1. Each employee shall be evaluated annually, preferably before the annual salary review.
2. The direct supervisor shall provide input.
3. The employee's work quality, promptness, attendance, reliability, conduct, judgment, and cooperation shall be considered.
4. The employee shall receive a copy of the annual evaluation.
5. All evaluations shall comply with State and federal law and any applicable employee handbook.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:150 (Personnel Records)

PRESSPlus Comments

PRESSPlus 1. Updated in response to a Policy Reference Manual (PRM) five-year review. **Issue 110, October 2022**

Document Status: Draft Update

5:330 Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support personnel to the extent that it does not conflict with an applicable collective bargaining agreement, individual employment contract, at-will employment statement or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave [PRESSPlus1](#)

Please refer to the applicable NSSSA Collective Bargaining Agreements or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Full or part-time educational support personnel who work at least 600 hours per year receive 10 paid sick leave days per year. Part-time employees will receive sick leave pay equivalent to their regular workday. Unused sick leave shall accumulate to a maximum of 180 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, mental or behavioral complications, [PRESSPlus2](#) quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care. The Superintendent and/or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (3) a chiropractic physician licensed under the Medical Practice Act, (4) a licensed advanced practice registered nurse, (5) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (6) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or the Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need to foster care. Such leave is limited to 30 days,

unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Vacation

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Twelve-month employees shall be eligible for paid vacation days according to the following schedule:

<u>Length of Employment</u>		<u>Monthly Accumulation</u>	<u>Maximum Vacation Leave Earned Per Year</u>
<u>From:</u>	<u>To:</u>		
Beginning of year 2	End of year 5	0.83 Days	10 Days per year
Beginning of year 6	End of year 15	1.25 Days	15 Days per year
Beginning of year 16	End of year	1.67 Days	20 Days per year

Part-time employees who work at least half-time are entitled to vacation days on the same basis as full-time employees, but the pay will be based on the employee's average number of part-time hours per week during the last vacation accrual year. The Superintendent will determine the procedure for requesting vacation.

Vacation days earned in one fiscal year must be used by the end of the following fiscal year; they do not accumulate. Employees resigning or whose employment is terminated are entitled to the monetary equivalent of all earned vacation.

Holidays

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Unless the District has a waiver or modification of the School Code pursuant to [Section 2-3.25g](#) or [24-2\(b\)](#) allowing it to schedule school on a legal school holiday listed below, District employees will not be required to work on:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
Abraham Lincoln's Birthday	Veterans Day
Casimir Pulaski's Birthday	2022 Election Day

Memorial Day

Thanksgiving Day

Juneteenth National Freedom Day

Christmas Day

Independence Day

A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

Personal Leave

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA bargaining agreement or at-will employment statement:

Full-time educational support personnel have one paid personal leave day per year. The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a personal leave request should be submitted to the Building Principal three days before the requested date.
2. No personal leave day may be used immediately before or immediately after a holiday, or during the first and/or last five days of the school year, unless the Superintendent grants prior approval.
3. Personal leave may not be used in increments of less than one-half day.
4. Personal leave is subject to any necessary replacement's availability.
5. Personal leave may not be used on an in-service training day and/or institute training days.
6. Personal leave may not be used when the employee's absence would create an undue hardship.

Leave to Serve as a Trustee of the Ill. Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with [105 ILCS 5/24-6.3](#) [State law](#).

Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in Board policy 5:250, *Leaves of Absence*:

1. Leave for Service in the Military.
2. Leave for Service in the General Assembly.
3. School Visitation Leave.
4. Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence.
5. [FamilyChild](#) Bereavement Leave. [PRESSPlus3](#)
6. Leave to serve as an election judge.
7. [COVID-19 Paid Administrative Leave](#). [PRESSPlus4](#)

LEGAL REF.:

105 ILCS 5/10-20.7b, 5/10-20.83 (final citation pending), 5/24-2, ~~and 5/24-6~~, and 5/24-6.3.

10 ILCS 5/13-2.5, Election Code.

330 ILCS 61/, Service Member Employment and Reemployment Rights Act.

820 ILCS 147, School Visitation Rights Act.

820 ILCS 154/, Child Bereavement Leave Act.

820 ILCS 180/, Victims' Economic Security and Safety Act.

School Dist. 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987); Elder v. Sch. Dist. No.127 1/2, 60 Ill.App.2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Leaves of Absence)

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/24-6, amended by P.A. 102-697, requires districts to return sick leave used by a fully vaccinated teacher for a qualifying COVID-19 related reason during the 2021-2022 school year, provided the teacher was "fully vaccinated against COVID-19" by 5-10-22. The law prohibits districts from rescinding the returned sick leave in the event the definition of "fully vaccinated against COVID-19" is later updated by the Centers for Disease Control and Prevention (CDC) or the Ill. Dept. of Public Health (IDPH) to include recommended booster doses. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 105 ILCS 5/24-6, amended by P.A. 102-866. **Issue 110, October 2022**

PRESSPlus 3. Updated in response to the Family Child Bereavement Act, 820 ILCS 154/, amended by P.A. 102-1050, eff. 1-1-23. **Issue 110, October 2022**

PRESSPlus 4. Required by 105 ILCS 5/10-20.83 (final citation pending), added by P.A. 102-697. **Issue 110, October 2022**

Document Status: Draft Update

6:15 School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Illinois State Board of Education prepared *State Goals for Learning* ~~with accompanying Illinois~~ PRESSPlus1 *Learning Standards*.

The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and Illinois State Board of Education (ISBE) rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with [Sec. 2-3.153 of the School Code](#), administer at least biennially a survey of learning conditions on the instructional environment within the school to, at minimum, students in grades 6 through 8 and teachers.

LEGAL REF.:

[105 ILCS 5/2-3.25](#), [5/2-3.25a](#), [5/2-3.25b](#), [5/2-3.25c](#), [5/2-3.25d](#), [5/2-3.25d-5](#), [5/2-3.25e-5](#), [5/2-3.25f](#), [5/2-3.25f-5](#), [5/2-3.63](#), [5/2-3.64a-5](#), [5/10-17a](#), [5/10-21.3a](#), and [5/27-1](#).

[23 Ill.Admin.Code Part 1](#), Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to 23 Ill.Admin.Code §1, Appendix D, amended at 45 Ill.Reg. 13180. **Issue 110, October 2022**

Document Status: Draft Update

6:20 School Year Calendar and Day

School Calendar

The Board of Education, upon the Superintendent's recommendation and subject to State regulations and applicable collective bargaining agreement/s, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements. The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance.

LEGAL REF.:

105 ILCS 5/10-19, 5/10-19.05, 5/10-20.56, 5/10-20.4.46, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, and 5/27-20.2, ~~and 20/1~~. [PRESSPlus1](#)

10 ILCS 5/11-4.1, Election Code.

5 ILCS 490/, State Commemorative Dates Act.

23 Ill.Admin.Code §1.420(f).

Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill. 1994), *aff'd* by 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

6:50 School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

The Superintendent will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the

nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Unused Food Sharing Plan

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies

- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the board of education, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*.

Recordkeeping

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

[42 U.S.C. §1771](#) *et seq.*, Child Nutrition Act of 1966.

[42 U.S.C. §1751](#) *et seq.*, National School Lunch Act.

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010.

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

50 ILCS 205/, Local Records Act.

105 ILCS 5/2-3.139 [and 5/2-3.189](#). [PRESSPlus1](#)

[23 Ill.Admin.Code Part 305](#), Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

6:60 Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention including the dangers of opioid abuse. A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. In grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.
2. In grades 7 and 8, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
3. In kindergarten through grade 8, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence. In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the First Amendment to the Constitution of the United States.
4. In grades kindergarten through 8, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
5. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.
6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage. Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.
7. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois), (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
8. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy

lifestyle. Unless otherwise exempted, all students are required to engage with such frequency as determined by the Board, but at a minimum of three days per five-day week, during the school day, except on block scheduled days, in a physical education course. For exemptions and substitutions, see policy 7:260, *Exemption from Physical Education*.

9. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.
10. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
11. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
12. In all schools, United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, and (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America.

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.

13. In grade 7, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
14. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
15. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
16. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans.
17. In all schools, instruction during courses as determined by the Superintendent or designee on

disability history, awareness, and the disability rights movement.

18. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States.
19. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.:

Pub. L. No. 108-447, Section 111 of Division J, Consolidated Appropriations Act of 2005.

Pub. L. No. 110-385, Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.

47 C.F.R. §54.520.

5 ILCS 465/3 and 465/3a.

20 ILCS 2605/2605-480.

105 ILCS 5/2-3.80(e) and (f), 5/10-20.73-79 (final citation pending), 5/10-23.13, 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, 5/27-23.16, 5/27-24.1, and 5/27-24.2. [PRESSPlus1](#)

105 ILCS 110/3, Comprehensive Health Education Program.

105 ILCS 435/, Vocational Education Act.

625 ILCS 5/6-408.5, Ill. Vehicle Code.

23 Ill.Admin.Code §§1.420, 1.425, 1.430, and 1.440.

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

6:65 Student Social and Emotional Development

Social and emotional learning (SEL) is defined as the process through which students enhance their ability to integrate thinking, feeling, and behaving to achieve important life tasks. Students competent in SEL are able to recognize and manage their emotions, establish healthy relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

The Superintendent shall incorporate SEL into the District's curriculum and other educational programs consistent with the District's mission and the goals and benchmarks of the Ill. Learning Standards. The Ill. Learning Standards include three goals for students:

1. Develop self-awareness and self-management skills to achieve school and life success.
2. Use social-awareness and interpersonal skills to establish and maintain positive relationships.
3. Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

The incorporation of SEL objectives into the District's curriculum and other educational programs may include but is not limited to:

1. Classroom and school-wide programming to foster a safe, supportive learning environment where students feel respected and valued. This may include incorporating scientifically based, age-and-culturally appropriate classroom instruction, District-wide, and school-wide strategies that teach SEL skills, promote optimal mental health, and prevent risk behaviors for all students.
2. Staff development and training to promote students' SEL development. This may include providing all personnel with age-appropriate academic and SEL and how to promote it.
3. Parent/Guardian and family involvement to promote students' SEL development. This may include providing parents/guardians and families with learning opportunities related to the importance of their children's optimal SEL development and ways to enhance it.
4. Community partnerships to promote students' SEL development. This may include establishing partnerships with diverse community agencies and organizations to assure a coordinated approach to addressing children's mental health and SEL development.
5. Early identification and intervention to enhance students' school readiness, academic success, and use of good citizenship skills. This may include development of a system and procedures for periodic and universal screening, assessment, and early intervention for students who have significant risk factors for social, emotional, or mental health conditions that impact learning.
6. Treatment to prevent or minimize mental health conditions in students. This may include building and strengthening referral and follow-up procedures for providing effective clinical services for students with social, emotional, and mental health conditions that impact learning. This may include student and family support services, school-based behavioral health services, and school-community linked services and supports.
7. Assessment and accountability for teaching SEL skills to all students. This may include implementation of a process to assess and report baseline information and ongoing progress about school climate, students' social and emotional development, and academic performance.

LEGAL REF.:

Children's Mental Health Act of 2003, 405 ILCS 49/. [PRESSPlus1](#)

CROSS REF.: 1:30, (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

6:250 Community Resource Persons and Volunteers

The Board of Education encourages the use of resource persons and volunteers to: (1) increase students' educational attainment; (2) provide enrichment experiences for students; (3) increase the effective utilization of staff time and skills; (4) give more individual attention to students; and (5) promote greater community involvement.

Resource persons and volunteers may be used:

1. For non-teaching duties not requiring instructional judgment or evaluation of students;
2. For supervising study halls, long distance teaching reception areas used incident to instructional programs transmitted by electronic media (such as computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
3. To assist with academic programs under a ~~certificated~~ licensed [PRESSPlus1](#) teacher's immediate supervision;
4. To assist in times of violence or other traumatic incidents within the District by providing crisis intervention services to lessen the effects of emotional trauma on staff, students, and the community, provided the volunteer meets the qualifications established by the Ill. School Crisis Assistance Team Steering Committee;
5. As a guest lecturer or resource person under a ~~certificated~~ licensed teacher's direction and with the administration's approval; or
6. As supervisors, chaperones, or sponsors for non-academic school activities.

The Superintendent shall follow Board policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, to establish procedures for securing and screening resource persons and volunteers. A person who is a *sex offender*, as defined by the Sex Offender Registration Act, or a *violent offender against youth*, as defined in the Murderer and Violent Offender Against Youth Registration Act, is prohibited from being a resource person or volunteer. All volunteer coaches must comply with the requirement to report hazing in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

[105 ILCS 5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#).

[720 ILCS 5/12C-50.1](#), Failure to Report Hazing.

[730 ILCS 150/1](#) *et seq.*, Sex Offender Registration Act.

[730 ILCS 152/101](#) *et seq.*, Sex Offender Community Notification Law.

[730 ILCS 154/75](#) *et seq.*, Murderer and Violent Offender Against Youth Community Notification Law.

[730 ILCS 154/101](#) *et seq.*, Murderer and Violent Offender Against Youth Registration Act.

CROSS REF.: 4:170 (Safety), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:280 (Duties and Qualifications), 8:30 (Visitors to and

Conduct on School Property), 8:95 (Parental Involvement)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b, amended by P.A. 102-894. **Issue 110, October 2022**

Document Status: Draft Update

6:255 Assemblies and Ceremonies

Assemblies must be approved by the Superintendent or designee and be consistent with the District's educational objectives.

While ~~the~~ the District respects an individual's brief, quiet, personal religious observance(s), [PRESSPlus1](#) ~~it~~ shall not endorse or otherwise promote invocations, benedictions, and group prayers at any school assembly, ceremony, or other school-sponsored activity.

LEGAL REF.:

Lee v. Weisman, 505 U.S. 577 (1992).

Santa Fe Independent Sch. Dist. v. Doe, 530 U.S. 290 (2000).

Kennedy v. Bremerton Sch. Dist., 142 S.Ct. 2407 (2022).

Jones v. Clear Creek Independent Sch. Dist., 930 F.2d 416 (5th Cir. 1991), *cert. granted, judgement vacated*, 505 U.S. 1215 (1992), *remand*, 977 F.2d 963, *reh'g denied*, 983 F.2d 234 (5th Cir. 1992), and *cert. denied*, 508 U.S. 967 (1993).

CROSS REF.: 6:70 (Teaching About Religion), 6:80 (Teaching About Controversial Issues)

PRESSPlus Comments

PRESSPlus 1. Updated in response to Kennedy v. Bremerton Sch. Dist., 142 S.Ct. 2407 (2022), where the Supreme Court held that a football coach had a right to pray on the 50-yard line after games, even though still on duty, because he was engaged in a "brief, quiet, personal religious observance doubly protected by the Free Exercise and Free Speech Clauses of the First Amendment." Consult the board attorney if considering a policy or practice of prohibiting employees from engaging in private prayer in the presence of students. **Issue 110, October 2022**

Document Status: Draft Update

6:260 Complaints About Curriculum, Instructional Materials, and Programs

Parents/guardians have the right to inspect any instructional material used as part of their child's educational curriculum pursuant to Board of Education policy 7:15, *Student and Family Privacy Rights*.

~~Persons~~ Parents/guardians, employees, and community members ^{PRESSPlus1} who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy ~~should~~ may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

~~Persons~~ Parents/guardians, employees, and community members with ~~all~~ other suggestions or complaints about curriculum, instructional materials, or programs should complete a *Curriculum Objection Form*. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a *Curriculum Objection Form*. The Superintendent or designee shall establish criteria for the review of objections and inform the parent/guardian, employee, or community member, as applicable, of the District's decision. ^{PRESSPlus2}

LEGAL REF.:

[20 U.S.C. §1232h](#), Protection of Pupil Rights Amendment.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 7:15 (Student and Family Privacy Rights), 8:110 (Public Suggestions and Concerns)

PRESSPlus Comments

PRESSPlus 1. Updated to limit the scope of complainants in this policy to parents/guardians, employees, and community members in alignment with sample **PRESS** policy 2:260, *Uniform Grievance Procedure*. **Issue 110, October 2022**

PRESSPlus 2. Optional sentence; updated in response to **PRESS** Advisory Board (PAB) member feedback regarding the need for districts to have processes in place to address an increasing number of curriculum objections. It strengthens the policy's connection to IASB's *Foundational Principles of Effective Governance*. See www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance. For criteria that can be used in reviewing curriculum objections, see sample administrative procedure, 6:260-AP, *Responding to Complaints About Curriculum, Instructional Materials, and Programs*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

Document Status: Draft Update

6:340 Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers to students all standardized assessments required by the Ill. State Board of Education (ISBE) and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student's parents/guardians with the results or scores of each State assessment and an evaluation of the student's progress. See policy 6:280, *Grading and Promotion*.
4. Utilizes professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30th day of each school year, and (2) made publicly available to parents/guardians of students and to the community. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act.

105 ILCS 10/, Illinois School Student Records Act.

105 ILCS 5/2-3.63, 5/2-3.64a-5, 5/2-3.64a-10, 5/2-3.64a-15, 5/2-3.107, 5/2-3.153, 5/10-17a, 5/22-82, and 5/27-1. [PRESSPlus1](#)

23 Ill. Admin. Code §§1.30(b) and §375.10.

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

7:50 School Admissions and Student Transfers To and From Non-District Schools

Age

To be eligible for admission, a child must be five years old on or before September 1 of that school term. A child entering first grade must be six years of age on or before September 1 of that school term. Based upon an assessment of a child's readiness to attend school, the District may permit him or her to attend school prior to these dates. A child will also be allowed to attend first grade based upon an assessment of his or her readiness if he or she attended a non-public preschool, continued his or her education at that school through kindergarten, was taught in kindergarten by an appropriately licensed teacher, and will be six years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at three years of age. Early entrance to kindergarten or first grade may also be available through Board policy 6:135, *Accelerated Placement Program*.

Admission Procedure

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within ten days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that ten-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence, as required by Board policy 7:60, *Residence*.
3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, *Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students*.

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U.S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the school from which they transferred, if the transfer occurs during the District's school year, or (b) the grade level following the last grade completed.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Foster Care Students

The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services (DCFS) when enrolling in or changing schools. The District's liaison ensures that DCFS' Office of Education and Transition Services receives all written notices and records pertaining to students in the legal custody of DCFS as required by State law. [PRESSPlus1](#)

Student Transfers To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion when the penalty was for:

- knowingly possessing in a school building or on school grounds, a weapon as defined in the Gun Free Schools Act;
- knowingly possessing, selling, or delivering in a school building or on school grounds a controlled substance or cannabis; or
- battering a staff member of the school.

LEGAL REF.:

8 U.S.C. §1101, Illegal Immigrant and Immigrant Responsibility Act of 1996.

20 U.S.C. §1232g, Family Educational Rights and Privacy Act.

20 U.S.C. §1400 *et seq.*, Individuals With Disabilities Education Improvement Act.

29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.

42 U.S.C. §11431 *et seq.*, McKinney-Vento Homeless Assistance Act.

105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-20.59, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/26-1, 5/26-2, 5/27-8.1.

105 ILCS 10/8.1, Ill. School Student Records Act.

105 ILCS 45/, Education for Homeless Children Act.

105 ILCS 70/, Educational Opportunity for Military Children Act.

325 ILCS 50/, Missing Children Records Act.

325 ILCS 55/, Missing Children Registration Law.

410 ILCS 315/2e, Communicable Disease Prevention Act.

20 Ill.Admin.Code Part 1290, Missing Person Birth Records and School Registration.

23 III.Admin.Code Part 226, Special Education.

23 III.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 6:30 (Organization of Instruction), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 7:60 (Residence), 7:70 (Attendance and Truancy), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:340 (Student Records)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1.

Document Status: Draft Update

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of 6 (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 8, in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, and (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, [PRESSPlus1](#) family emergency, other situations beyond the control of the student as determined by the Board, other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 8 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's

attendance problem.

7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.

Monitoring [PRESSPlus2](#)

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

105 ILCS 5/22-92 and 5/26-1 through 18.

705 ILCS 405/3-33.5, Juvenile Court Act of 1987.

23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/26-1 and 5/26-2a, amended by P.A. 102-891, eff. 1-1-23, requiring that, subject to Ill. State Board of Education (ISBE) guidelines, middle and high school students be permitted one school day-long excused absence per school year to engage in a *civic event*, defined as “an event sponsored by a non-profit organization or governmental entity that is open to the public. *Civic event* includes, but is not limited to, an artistic or cultural performance or educational gathering that supports the mission of the sponsoring non-profit organization. Schools may require students to provide an appropriate administrator with reasonable advance notice of the intended absence and documentation of participation. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 105 ILCS 5/22-92(b), added by P.A. 102-157 and renumbered by P.A. 102-813; 23 Ill.Admin.Code §207.30(a), requiring that every two years a board update its absenteeism and truancy policy and file it with the Ill. State Board of Education and the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate].

The policy must contain all requirements of 105 ILCS 5/22-92, indicate the date of adoption (by month, day, and year) and any revision dates, and be filed electronically by September 30 each review year through ISBE’s Web Application Security (IWAS) system. 23 Ill.Admin.Code §§207.20(a), 207.30(a). If, after review and re-evaluation of the policy, the district determines that no updates are necessary, either a copy of board minutes clearly indicating the policy was re-evaluated and no changes were deemed necessary or a signed statement from the board president indicating the policy was re-evaluated and no changes were deemed necessary must be submitted to IWAS. 23 Ill.Admin.Code §207.30(a)(3). ISBE has stated that for districts that update the adoption date listed on a policy whenever the policy is updated, the date of adoption is sufficient to also indicate the revision date. See ISBE’s *Absenteeism and Truancy Policy FAQ*, at: www.isbe.net/Documents/Absenteeism-Truancy-Policy-FAQ.pdf.

ISBE rules implementing this requirement were published in the Ill. Register in October 2022 but provide that “[n]o later than September 30, 2022, or no later than September 30 of the first full school year a school becomes subject to this Part, each school or district must file the policy through the State Board of Education’s Web Application Security (IWAS), and must submit an updated policy every two years thereafter by no later than September 30 of the year due.” 23 Ill.Admin.Code §207.30(a). ISBE informed the **PRESS** Editors that due to the late publication date, the submission deadline for the 2022-2023 school year is extended to 1-13-23, and the September 30 submission deadline is not operative until the 2023-2024 school year. **Issue 110, October 2022**

Document Status: Draft Update

7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parents/guardians shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth grade; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required for students in grade 6.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered nurse, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of one and seven years must provide a statement from a physician that their child was *risk-assessed* or screened for lead poisoning.
5. The IDPH will provide all students entering sixth grade and their parents/guardians information about the link between human papillomavirus (HPV) and HPV-related cancers and the availability of the HPV vaccine.
6. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parents/guardians.

Unless an exemption or extension applies, the failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and

a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches, or a licensed optometrist, must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the second or sixth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the IDPH, a student will be exempted from this policy's requirements for:

1. Religious grounds, if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease*, and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunization requirements on medical grounds, if the examining physician, advanced practice registered nurse, or physician assistant provides written verification.

3. Eye examination requirement, if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parents/guardians show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board of Education policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.:

42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.

105 ILCS 5/27-8.1 and 45/1-20.

410 ILCS 45/7.1, Lead Poisoning Prevention Act. [PRESSPlus1](#)

410 ILCS and 315/2e, Communicable Disease Prevention Act.

23 Ill.Admin.Code §1.530.

77 Ill. Admin.Code Part 664, Socio-Emotional and Developmental Screening.

77 Ill.Admin.Code Part 665, Child and Student Health Examination and Immunization.

77 Ill.Admin.Code Part 690, Control of Communicable Diseases.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:280 (Communicable and Chronic Infectious Disease)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from [105 ILCS 5/27-23.7](#)

Bullying includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in [105 ILCS 5/27-23.7\(b\)](#) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent

1936 Green Bay Rd., Highland Park, IL 60035

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224/765-3044

Complaint Managers:

Dr. Holly Colin, Assistant
Superintendent

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4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
 - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, that may include, but

are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:
 - a. The frequency of victimization;
 - b. Student, staff, and family observations of safety at a school;
 - c. Identification of areas of a school where bullying occurs;
 - d. The types of bullying utilized; and
 - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- 1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- 2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, ~~or a signed statement from the board~~; or
- 3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
 - b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
 - c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
 - d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
 - e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
 - f. 7:20, *Harassment of Students Prohibited*. This policy prohibits *any* person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
 - g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
 - h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
 - i. 7:310, *Restrictions on Publications; Elementary Schools*. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.

405 ILCS 49/, Children's Mental Health Act.

775 ILCS 5/1-103, Ill. Human Rights Act.

23 Ill.Admin.Code §§1.240, and §1.280, and 1.295. [PRESSPlus1](#)

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications; Elementary Schools)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

7:250 Student Support Services

The District provides a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services when enrolling in or changing schools. [PRESSPlus1](#) The following student support services may be provided by the School District:

1. Health services supervised by a qualified school nurse. The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease.
2. Educational and psychological testing services and the services of a school psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.
3. The services of a school social worker. A student's parent/guardian must consent to regular or continuing services from a social worker.
4. ~~A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.~~

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health problems that impact learning ability. The District, however, assumes no liability for preventing, identifying, or treating such problems.

Erin's Law Counseling Options, Assistance, and Intervention

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse and grooming behaviors, [PRESSPlus2](#) along with District and community-based options for victims of sexual abuse and grooming behaviors to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, [42 U.S.C. §12101](#) *et seq.*

LEGAL REF.:

105 ILCS 5/10-23.13(b), 5/10-20.59, and 5/21B-25(G).

405 ILCS 49/, Children's Mental Health Act ~~of 2003~~.

740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.

CROSS REF.: 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:280 (Communicable and Chronic Infectious Disease), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. Required by 105 ILCS 5/10-20.59, amended by P.A. 102-199. **Issue 110, October 2022**

PRESSPlus 2. Updated to align with *Erin's Law*, 105 ILCS 10-23.13, amended by P.A. 102-610. **Issue 110, October 2022**

Document Status: Draft Update

7:285 Anaphylaxis Prevention, Response, and Management Program

School attendance may increase a student's risk of exposure to allergens that could trigger anaphylaxis. Students at risk for anaphylaxis benefit from a Board of Education policy that coordinates a planned response in the event of an anaphylactic emergency. Anaphylaxis is a severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat. A severe allergic reaction usually occurs quickly; death has been reported to occur within minutes. An anaphylactic reaction can also occur up to one to two hours after exposure to the allergen.

While it is not possible for the District to completely eliminate the risks of an anaphylactic emergency when a student is at school, an Anaphylaxis Prevention, Response, and Management Program using a cooperative effort among students' families, staff members, students, health care providers, emergency medical services, and the community helps the District reduce these risks and provide accommodations and proper treatment for anaphylactic reactions.

The Superintendent or designee shall develop and implement an Anaphylaxis Prevention, Response, and Management Program for the prevention and treatment of anaphylaxis that:

1. Fully implements the Ill. State Board of Education (ISBE)'s model policy required by the School Code that: (a) relates to the care and response to a person having an anaphylaxis reaction, (b) addresses the use of epinephrine in a school setting, (c) provides a full food allergy and prevention of allergen exposure plan, and (d) aligns with [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
2. Ensures staff members receive appropriate training, including: (a) an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management, and (b) training required by law for those staff members acting as *trained personnel*, as provided in [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
3. Implements and maintains a supply of undesignated epinephrine in the name of the District, in accordance with policy 7:270, *Administering Medicines to Students*.
4. Follows and references the applicable best practices specific to the District's needs in the Centers for Disease Control and Prevention's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs* and the *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*.
5. Provides annual notice to the parents/guardians of all students to make them aware of this policy.
6. Complies with State and federal law and is in alignment with Board policies.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board ~~monitors reviews and makes any necessary updates to~~ this policy at least once every three years ~~by conducting a review and reevaluation of this policy to make any necessary and appropriate revisions~~. The Superintendent or designee shall assist the Board with its ~~reevaluation and assessment of this policy's outcomes and~~

effectiveness. Any updates will reflect any necessary and appropriate revisions review and any necessary updates. [PRESSPlus1](#)

LEGAL REF.:

105 ILCS 5/2-3.19082, 5/10-22.39(e), and 5/22-30.

23 Ill.Admin.Code §1.540.

Anaphylaxis Response Policy for Illinois Schools, published by ISBE.

CROSS REF.: 4:110 (Transportation), 4:120 (Food Services), 4:170 (Safety), 5:100 (Staff Development Program), 6:120 (Education of Children with Disabilities), 6:240 (Field Trips and Recreational Class Trips), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment), 7:250 (Student Support Services), 7:270 (Administering Medicines to Students), 8:100 (Relations with Other Organizations and Agencies)

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 110, October 2022**

Document Status: Draft Update

7:290 Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

Suicide and Depression Awareness and Prevention Program

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of *Ann Marie's Law* listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the [School Code Section 5/2-3.166\(c\)\(2\)-\(7\)](#). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
 - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements [105 ILCS 5/2-3.139](#) and [105 ILCS 5/27-7](#) (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
 - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:

- a. 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social and emotional development in the District's educational program);
 - b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;
 - c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;
 - d. 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
 - e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
 - f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;
 - g. 7:250, *Student Support Services*, implementing the Children's Mental Health Act of 2003, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
 - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
 5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
 6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program.

Monitoring

The Board will review and update this policy pursuant to *Ann Marie's Law* and Board policy 2:240, *Board Policy Development*.

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the

District's website, and student handbooks and planners will contain the support information as required by State law.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Student Confidential Reporting Act, 5 ILCS 860/, Children's Mental Health Act ~~of 2003~~, 405 ILCS 49/, Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/, and the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

LEGAL REF.:

42 U.S.C. § 1201 *et seq.* Individuals with Disabilities Education Act.

105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.763 (final citation pending), 5/10-20.81, 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/10-20.75 (final citation pending), 5/14-1.01 *et seq.*, 5/14-7.02, and 5/14-7.02b, 5/27-7. PRESSPlus1

5 ILCS 860/, Student Confidential Reporting Act.

405 ILCS 49/, Children's Mental Health Act ~~of 2003~~.

740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.

745 ILCS 10/, Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

7:340 Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 years who has been arrested or taken into custody.

State and federal law grants students, ~~and~~ parents/guardians, ~~and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services,~~ [PRESSPlus1](#) certain rights, including the right to inspect, copy, and/or challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. The District will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

The Superintendent shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Student Biometric Information Collection

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

LEGAL REF.:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act, ~~implemented by~~ 34 C.F.R. Part 99.

50 ILCS 205/7, Local Records Act.

105 ILCS 5/10-20.12b, 5/10-20.40, and 5/14-1.01 *et seq.*

105 ILCS 10/, Ill. School Student Records Act.

105 ILCS 85/, Student Online Personal Protection Act.

325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.

750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.

23 Ill.Admin.Code Parts 226 and 375.

Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).

Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 10/5(a), amended by P.A. 102-199. The Ill. School Student Records Act does not give Ill. Dept. of Children and Family Services representatives the right to challenge student records. 105 ILCS 10/7. **Issue 110, October 2022**

Document Status: Review and Monitoring

2:150 Committees

The Board of Education may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board President makes all Board committee appointments unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board - it may only make recommendations to the Board. [PRESSPlus1](#)

Special Board Committees

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

Standing Board Committees

A standing committee is created for an indefinite term although its members will fluctuate. Standing committees are:

1. Board Policy Committee. This committee researches policy issues, and provides information and recommendations to the Board.
2. Parent-Teacher Advisory Committee. This committee assists in the development of student behavior policy and procedure, and provides information and recommendations to the Board. Its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.
3. Behavioral Interventions Committee. This committee, coordinated by the Executive Director of the Special Education Cooperative, develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*. Committee reports and recommendations are made to the Board upon its request.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to him or her or to other staff members.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act.

[105 ILCS 5/10-20.14](#) and [5/14-8.05](#).

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 110, October 2022

Document Status: Review and Monitoring

2:250 Access to District Public Records

Full access to the District's *public records* is available to any person as provided in the Illinois Freedom of Information Act (FOIA), this policy, and implementing procedures. The Superintendent or designee shall: (1) provide the Board with sufficient information and data to permit the Board to monitor the District's compliance with FOIA and this policy, and (2) report any FOIA requests during the Board's regular meetings along with the status of the District's response. [PRESSPlus1](#)

Freedom of Information Officer

The Executive Assistant to the Deputy Superintendent shall serve as the District's Freedom of Information Officer and assumes all the duties and powers of that office as provided in FOIA and this policy.

Definition

The District's *public records* are defined as records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary material pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of the School District.

Requesting Records

A request for inspection and/or copies of public records must be made in writing and may be submitted by personal delivery, mail, telefax, or email directed to the District's Freedom of Information Officer. Individuals making a request are not required to state a reason for the request other than to identify when the request is for a commercial purpose or when requesting a fee waiver. The Superintendent or designee shall instruct District employees to immediately forward any request for inspection and copying of a public record to the District's Freedom of Information Officer or designee.

Responding to Requests

The Freedom of Information Officer shall approve all requests for public records unless:

1. The requested material does not exist;
2. The requested material is exempt from inspection and copying by the Freedom of Information Act; or
3. Complying with the request would be unduly burdensome.

Within five business days after receipt of a request for access to a public record, the Freedom of Information Officer shall comply with or deny the request, unless the time for response is extended as specified in Section 3 of FOIA. The Freedom of Information Officer may extend the time for a response for up to five business days from the original due date. If an extension is needed, the Freedom of Information Officer shall: (1) notify the person making the request of the reason for the extension, and (2) either inform the person of the date on which a response will be made, or agree

with the person in writing on a compliance period.

The time periods are extended for responding to requests for records made for a *commercial purpose*, requests by a *recurrent requester*, or *voluminous requests*, as those terms are defined in Section 2 of FOIA. The time periods for responding to those requests are governed by Sections 3.1, 3.2, and 3.6 of FOIA.

When responding to a request for a record containing both exempt and non-exempt material, the Freedom of Information Officer shall redact exempt material from the record before complying with the request.

Fees

Persons making a request for copies of public records must pay any and all applicable fees. The Freedom of Information Officer shall establish a fee schedule that complies with FOIA and this policy and is subject to the Board's review. The fee schedule shall include copying fees and all other fees to the maximum extent they are permitted by FOIA, including without limitation, search and review fees for responding to a request for a *commercial purpose* and fees, costs, and personnel hours in connection with responding to a *voluminous request*.

Copying fees, except when fixed by statute, shall be reasonably calculated to reimburse the District's actual cost for reproducing and certifying public records and for the use, by any person, of its equipment to copy records. In no case shall the copying fees exceed the maximum fees permitted by FOIA. If the District's actual copying costs are equal to or greater than the maximum fees permitted by FOIA, the Freedom of Information Officer is authorized to use FOIA's maximum fees as the District's fees. No copying fees shall be charged for: (1) the first 50 pages of black and white, letter or legal sized copies, or (2) electronic copies other than the actual cost of the recording medium, except if the response is to a *voluminous request*, as defined in FOIA.

A fee reduction is available if the request qualifies under Section 6 of FOIA. The Freedom of Information Officer shall set the amount of the reduction taking into consideration the amount of material requested and the cost of copying it.

Provision of Copies and Access to Records

A public record that is the subject of an approved access request will be available for inspection or copying at the District's administrative office during regular business hours, unless other arrangements are made by the Freedom of Information Officer.

Many public records are immediately available from the District's website including, but not limited to, the process for requesting a public record. The Freedom of Information Officer shall direct a requester to the District's website if a requested record is available there. If the requester is unable to reasonably access the record online, he or she may resubmit the request for the record, stating his or her inability to reasonably access the record online, and the District shall make the requested record available for inspection and copying as otherwise provided in this policy.

Preserving Public Records

Public records, including email messages, shall be preserved and cataloged if: (1) they are evidence of the District's organization, function, policies, procedures, or activities, (2) they contain informational data appropriate for preservation, (3) their retention is required by State or federal law, or (4) they are subject to a retention request by the Board Attorney (e.g., a litigation hold), District auditor, or other individual authorized by the Board of Education or State or federal law to make such a request. Unless its retention is required as described in items numbered 3 or 4 above, a public record, as defined by

the Illinois Local Records Act, may be destroyed when authorized by the Local Records Commission.

LEGAL REF.:

[5 ILCS 140/](#), Illinois Freedom of Information Act.

[105 ILCS 5/10-16](#) and [5/24A-7.1](#).

[820 ILCS 40/11](#).

[820 ILCS 130/5](#).

CROSS REF.: 2:140 (Communications To and From the Board), 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED: June 11, 2019

PRESSPlus Comments

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Issue 110, October 2022

Document Status: Review and Monitoring

3:10 Goals and Objectives

The Superintendent directs the administration in order to manage the School District and to facilitate the implementation of a quality educational program in alignment with Board of Education policy 1:30, *School District Philosophy*. Specific goals and objectives are to: [PRESSPlus1](#)

1. Provide educational expertise.
2. Plan, organize, implement, and evaluate educational programs that will provide for students' mastery of the Illinois Learning Standards.
3. Meet or exceed student performance and academic improvement goals established by the Board.
4. Develop and maintain channels for communication between the school and community.
5. Develop an administrative procedures manual and handbooks for personnel and students that are in alignment with Board policy.
6. Manage the District's fiscal and business activities to ensure financial health, cost-effectiveness, and protection of the District's assets.
7. Provide for the proper use, reasonable care, and appropriate maintenance of the District's real and personal property, including buildings, equipment, and supplies.

LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-21.4](#), and [5/10-21.4a](#).

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:130 (Board Superintendent Relationship), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 6:10 (Educational Philosophy and Objectives)

ADOPTED: June 11, 2019

PRESSPlus Comments

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re-adopted

Issue 110, October 2022

Document Status: District Use Only

OPERATIONAL SERVICES

4:55 Use of Credit and Procurement Cards

The Superintendent and employees designated by the Superintendent are authorized to use District credit and procurement cards to simplify the acquisition, receipt, and payment of purchases and travel expenses incurred on the District's behalf. Credit and procurement cards shall only be used for those expenses that are for the District's benefit and serve a valid and proper public purpose; they shall not be used for personal purchases. Cardholders are responsible for exercising due care and judgment and for acting in the District's best interests. [PRESSPlus1](#)

The Superintendent or designee shall manage the use of District credit and procurement cards by employees. It is the Board's responsibility, through the audit and approval process, to determine whether District credit and procurement card use by the Superintendent is appropriate.

In addition to the other limitations contained in this and other Board policies, District credit and procurement cards are governed by the following restrictions:

1. Credit and/or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or District or any student activity fund, or for purposes that would otherwise be addressed through a conventional revolving fund.
2. The Superintendent or designee shall instruct the issuing bank to block the cards' use at unapproved merchants.
3. Each cardholder, other than the Superintendent, may charge no more than \$25000 in a single purchase and no more than \$5000 within a given month without prior authorization from the Superintendent.
4. ~~The Superintendent or designee must approve the use of a District credit or procurement card whenever such use is by telephone, fax, and the Internet. Permission shall be withheld when the use violates any Board policy, is from a vendor whose reputation has not been verified, or would be more expensive than if another available payment method were used.~~
5. The consequences for unauthorized purchases include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge.
6. All cardholders must sign a statement affirming that they are familiar with this policy.
7. The Superintendent shall implement a process whereby all purchases using a District credit or procurement card are reviewed and approved by someone other than the cardholder or someone under the cardholder's supervision.
8. Cardholders must submit the original, itemized receipt to document all purchases.
9. No individual may use a District credit or procurement card to make purchases in a manner contrary to State law, including, but not limited to, the bidding and other purchasing requirements in [105 ILCS 5/10-20.21](#), or any Board policy.
10. The Superintendent or designee shall account for any financial or material reward or rebate offered by the company or institution issuing the District credit or procurement card and shall ensure that it is used for the District's benefit.

LEGAL REF.:

[105 ILCS 5/10-20.21.](#)

[23 Ill.Admin.Code §100.70\(d\).](#)

CROSS REF.: 4:50 (Payment Procedures), 4:60 (Purchases and Contracts), 4:80 (Accounting and Audits), 4:90 (Student Activity and Fiduciary Funds), 5:60 (Expenses)

ADOPTED: June 11, 2019

PRESSPlus Comments

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Issue 110, October 2022

Document Status: Review and Monitoring

5:170 Copyright

Works Made for Hire [PRESSPlus1](#)

The Superintendent shall manage the development of instructional materials and computer programs by employees during the scope of their employment in accordance with State and federal laws and Board of Education policies. Whenever an employee is assigned to develop instructional materials and/or computer programs, or otherwise performs such work within the scope of his or her employment, it is assured the District shall be the owner of the copyright.

Copyright Compliance

While staff members may use appropriate supplementary materials, it is each staff member's responsibility to abide by the District's copyright compliance procedures and to obey the copyright laws. The District is not responsible for any violations of the copyright laws by its staff or students. A staff member should contact the Superintendent or designee whenever the staff member is uncertain about whether using or copying material complies with the District's procedures or is permissible under the law, or wants assistance on when and how to obtain proper authorization. No staff member shall, without first obtaining the permission of the Superintendent or designee, install or download any program on a District-owned computer. At no time shall it be necessary for a District staff member to violate copyright laws in order to properly perform his or her duties.

Copyright Infringement; Designation of District Digital Millennium Copyright Act (DMCA) Agent

The employee listed below receives complaints about copyright infringement within the use of the District's online services. The Superintendent or designee will register this information with the federal Copyright Office as required by federal law.

District DMCA Agent:

Nicholas Glenn
Name
1936 Green Bay Rd., Highland Park, IL
Address
neglenn@nssd112.org
Email
224-765-3063
Telephone

LEGAL REF.:

Federal Copyright Law of 1976, [17 U.S.C. §101](#) *et seq.*

[105 ILCS 5/10-23.10.](#)

CROSS REF.: 6:235 (Access to Electronic Networks)

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 110, October 2022

Document Status: Review and Monitoring

5:190 Teacher Qualifications

A teacher, as the term is used in this policy, refers to a District employee who is required to be licensed under State law. The following qualifications apply: [PRESSPlus1](#)

1. Each teacher must:
 - a. Have a valid Illinois Professional Educator License issued by the State Superintendent of Education with the required endorsements as provided in the School Code.
 - b. Provide the District Office with a complete official transcript of credits earned in institutions of higher education.
 - c. On or before September 1 of each year, unless otherwise provided in an applicable collective bargaining agreement, provide the District Office with an official transcript of any credits earned since the date the last transcript was filed.
 - d. Notify the Superintendent of any change in the teacher's transcript.
2. All teachers working in a program supported with federal funds under Title I, Part A must meet applicable State certification and licensure requirements.

The Superintendent or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately licensed;
2. Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers; and
3. Ensure parents/guardians of students in schools receiving Title I funds are notified of their right to request their students' classroom teachers' professional qualifications.

LEGAL REF.:

[20 U.S.C. §6312](#)(e)(1)(A).

[105 ILCS 5/10-20.15](#), [5/21-11.4](#), [5/21B-15](#), [5/21B-20](#), [5/21B-25](#), and [5/24-23](#).

[23 Ill.Admin.Code §1.610](#) et seq., [§1.705](#) et seq., and [Part 25](#).

CROSS REF.: 6:170 (Title I Programs)

PRESSPlus Comments

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Document Status: Review and Monitoring

5:260 Student Teachers

The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. No individual who has been convicted of a criminal offense that would subject him or her to license suspension or revocation pursuant to [Section 5/21B-80 of the School Code](#) or who has been found to be the perpetrator of sexual or physical abuse of a minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 is permitted to student teach. [PRESSPlus1](#)

Before permitting an individual to student teach, begin a required internship, or participate in any field experience in the District, the Superintendent or designee shall ensure that:

1. The District performed a [105 ILCS 5/10-21.9\(g\) Check](#) as described below; and
2. The individual furnished evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to [105 ILCS 5/24-5](#).

A [105 ILCS 5/10-21.9\(g\) Check](#) shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act ([20 ILCS 2635/1](#)), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act ([P.L. 109-248](#));
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law ([730 ILCS 152/101 et seq.](#)); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth Community Notification Law ([730 ILCS 154/75-105](#)).

The School Code requires each individual student teaching or beginning a required internship to provide the District with written authorization for, and pay the costs of, his or her [105 ILCS 5/10-21.9\(g\) check](#) (including any applicable vendor's fees). Upon receipt of this authorization and payment, the Superintendent or designee will submit the student teacher's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the Department of State Police, to the Department of State Police. The Superintendent or designee will provide each student teacher with a copy of his or her report.

Assignment

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities.

LEGAL REF.:

Adam Walsh Child Protection and Safety Act, [P.L. 109-248](#).

Uniform Conviction Information Act, [20 ILCS 2635/1](#).

[105 ILCS 5/10-21.9](#), [5/10-22.34](#), and [5/24-5](#).

CROSS REF.: 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:190 (Teacher Qualifications)

PRESSPlus Comments

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Document Status: Review and Monitoring

6:130 Program for the Gifted

The Superintendent or designee shall implement an education program for gifted and talented learners that will challenge and motivate academically advanced learners and engage them in appropriately differentiated learning experiences to develop their unique abilities. If the State Superintendent of Education issues a Request for Proposals because sufficient State funding is available to support local programs of gifted education, the Superintendent or designee shall inform the Board concerning the feasibility and advisability of developing a “plan for gifted education” that would qualify for State funding. [PRESSPlus1](#)

Eligibility to participate in the gifted program shall not be conditioned upon race, religion, sex, disability, or any factor other than the student’s identification as gifted or talented learner.

The School Board will monitor this program’s performance by meeting periodically with the Superintendent or designee to determine and/or review the indicators and data that evidence whether the educational program for gifted and talented learners is accomplishing its goals and objectives and is otherwise in compliance with this policy.

LEGAL REF.:

[105 ILCS 5/14A.](#)

[23 Ill.Admin.Code Part 227.](#)

CROSS REF.: 6:135 (Accelerated Placement Program)

PRESSPlus Comments

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Document Status: Review and Monitoring

6:270 Guidance and Counseling Program

The School District provides a guidance and counseling program for students. The Superintendent or designee shall direct the District's guidance and counseling program. School counseling services, as described by State law, may be performed by a qualified guidance specialist or any certificated staff member. [PRESSPlus1](#)

Each staff member is responsible for effectively guiding students under his/her supervision in order to provide early identification of intellectual, emotional, social, or physical needs, diagnosis of any learning disabilities, and development of educational potential. The District's counselors shall offer counseling to those students who require additional assistance.

LEGAL REF.:

[105 ILCS 5/10-22.24a](#) and [5/10-22.24b](#).

[23 Ill.Admin.Code §1.420\(q\)](#).

CROSS REF.: 6:50 (School Wellness), 6:65 (Student Social and Emotional Development), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:120 (Education of Children with Disabilities), 6:130 (Program for the Gifted), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention)

ADOPTED: June 11, 2019

PRESSPlus Comments

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Issue 110, October 2022



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Approval of the Student Fees for the 2023-2024 School Year

Policy Alignment: Policy - 4:140 Operational Services, 4:110 Transportation, and 4:120 Food Services

Disposition: Action

Executive Summary:

Each year, the Board of Education sets student fees to support students' services beyond the district's funding from local, state, and federal sources. This year, after a thoughtful review of other area school district student fees, and given the fact that District 112 has a balanced budget and anticipates an operating fund surplus this fiscal year, the administration recommends that the Board of Education reduce NSSD 112's Registration Fee and hold other student fees constant.

1. Registration Fee:

The district currently charges Kindergarten - 8th Grade students a fee of \$230 per student for its 2022-2023 Registration Fee. On January 19, 2023, the Finance Committee met and discussed Student Fees for the 2023-2024 school year. The Finance Committee recommended decreasing the Registration Fee to \$195 effective in 2023-2024.

2. Transportation Fee:

The district is required to provide regular education students with transportation services provided they live more than 1½ miles from their attendance center or if they have to cross in a hazardous area, as defined by the Illinois Department of Transportation. Students who live less than 1½ miles from their attendance center and do not have to cross a hazardous area may opt for district-provided transportation services on a fee basis. The district will accommodate those requests on a space-available basis, provided an existing route can accommodate these students. We are proposing no change to the \$495 annual transportation fee for the 2023-2024 school year. A late-payment processing fee of \$50 for returning students paid after July 28, 2023, is charged to families to cover the additional administrative costs of adjusting routes after the deadline.

3. Early Childhood Blended Program Tuition:

In connection with determining the tuition fee for the district's Early Childhood Blended Program, the current tuition rate is \$3,300 and has been maintained at this rate since the 2015-2016 school year. We are proposing no change for the 2023-2024 school year.

4. Student Milk Fees:

Our recommendation for the price of a carton of milk is to remain at 60 cents for the school year 2023-2024 at our six (6) schools enrolled in the Illinois Free Lunch and Special Milk Programs (Braeside, Ravinia, Indian Trail, Sherwood, Wayne Thomas, and Edgewood). The fee for 175 days of milk delivery is \$105 per year.

Summary of Recommended Student Fees:

STUDENT FEES 2023-2024	Paid On/Before 7/27/2023	Paid On/After 7/28/2023
*Registration Fee: Kindergarten - 8th Grade	\$ 195.00	\$ 215.00
Technology Fee (Eliminated prior to 2022-2023)	\$ 0.00	\$ 0.00
Tuition: Early Childhood Blended Program	\$ 3,300.00	\$ 3,300.00
**Transportation Fee (All Grades)	\$ 495.00	\$ 545.00
Annual Milk Fee: 1st-8th Grade and Full Day Kindergartners	\$ 105.00	\$ 105.00
*An additional \$20.00 late fee will be applied to any registration fees received after 7/28/2023.		
**Transportation fees for returning students paid after 7/28/2023 are subject to a \$50.00 late fee to cover the additional administrative costs of changing routings after the deadline.		

The district will waive fees to families meeting the district's guidelines, per District 112's Policy 4:140. It will continue to accept applications for the existing Hardship program, and payment plans will be available for parents. The Business Services maintains all current student fee information on the district's website under Departments > Business Services > Student Fees and Registration.

The Board reviewed student fees on January 19, 2023, at a Finance Committee meeting. Based on the discussion at the meeting, the administration recommends that the Board approve the fees listed above for the 2023-2024 school year.

Recommendation: Approval Roll call vote to approve the Student Fees for the 2023-2024 School Year, as presented by Administration.



INSPIRE • INNOVATE • ENGAGE

NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Approve Bid Award - Bid Package 02A Demolition Work

Policy Alignment: Policy 4:150

Disposition: Action

Executive Summary:

A Request for Bid (RFB) for the Demolition Work to Ravinia School Bid Package 02A was developed and publicly bid by Gilbane Building Company as part of the North Shore School District 112 Long Range Facilities Plan. On February 14, 2023, 3 bids were received from Alpine Demolition Services, LLC, National Wrecking Company, and USD, LLC. Based on the bids received, Dan Sullivan from Gilbane Building Company and Administration identified USD, LLC as the lowest responsive bidder. USD, LLC's proposal complied with all of the bid requirements. Please see the attached award letter from Gilbane Building Company.

Based on this information, the administration recommends that at the February 21, 2023, Board of Education meeting, the Board award the contract to USD, LLC for the Demolition Work of Bid Package 02A, in the amount of \$1,282,000.

Recommendation: Action

Roll call vote to award the contract to USD, LLC for the Demolition Work of Bid Package 02A in the amount of \$1,282,000.



February 15, 2023

Jeremy Davis
Assistant Superintendent for Finance & Operations/CSBO
North Shore School District 112
445 Sheridan Road
Highwood, IL 60040

Re: North Shore School District 112
Ravinia Elementary School Additions and Renovations
GBCo. # J06919.600

Subject: Recommendation to Award Bids – Bid Release 1

Dear Mr. Davis:

Based on the bids received for Bid Release 1, we recommend awarding a contract to the following firm for the Ravinia Elementary School Additions and Renovations Project:

Bid Package	Description	Firm and No. of Bids Received		Recommended Amount
02A	Demolition Work	USD, LLC	3 Bids	\$1,282,000.00
TOTAL RECOMMENDED AMOUNT (Base Bid)				\$1,282,000.00

With respect to this bid package, we have reviewed the bid with this firm and confirmed that they appear to understand the scope, schedule, and requirements of the work. This firm has successfully completed similar work for Gilbane on other projects. We recommend approval of their bid as the lowest responsible bid.

The estimate for this work was \$964,170.

Please indicate the District's approval of the above by signing below. If you have any questions, please do not hesitate to call.

Sincerely,
Gilbane Building Company

Dan Sullivan
Project Executive

Approved:
Northshore School District 112

Name: _____

Date: _____

Cc: Michael Lubelfeld Ed. D., North Shore School District 112
Charlie Privett, North Shore School District 112
Diedrie Hugger, Gilbane Building Company
Peter Roslan, Gilbane Building Company
Stuart Brodsky, Wight & Co.
Vince Procaccio, Wight & Co.

Bid Comp Report**J06919.600 NSSD 112 - Ravinia Additions**

		ALPINE DEMOLITION SERVICES,LLC Hold	National Wrecking Company Hold	USD LLC Hold
PRICING	All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of	\$1,687,000.00	\$1,464,000.00	\$1,282,000.00
SUPPLEMENTS	Supplement #1	YES	YES	YES
	Supplement #2	YES	YES	YES
	Supplement #3	YES	YES	YES
	Supplement #4	YES	YES	YES
	Supplement #5			
UNIT PRICES / LABOR RATES	UNIT PRICES: Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in-place prices and include all costs for overhead, profit, bond costs, labor, materials, equipment, Engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract.			
	LABOR RATES: The labor rates submitted in the proposal form shall remain valid for the duration of this agreement and are subject to review/audit by the Construction Manager. Labor rates shall not include, small tools, incidentals, overhead or profit.			
COST AND QUANTITY BREAKDOWN	1. Cost Breakdown:			



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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Approve Wight Project Authorization for Braeside, Wayne Thomas & Sherwood

Policy Alignment: Policy 4:150

Disposition: Action

Executive Summary:

On November 8, 2022, the communities of North Shore School District 112 voted overwhelmingly to approve a \$114.4 million referendum to renovate five of the District's elementary schools. NSSD 112 approved project authorizations for Ravinia Elementary School, Indian Trail Elementary School, and the new Central Production Kitchen in May 2022. In accordance with its Phase 2 Long Range Facilities Plan, now it is time for NSSD 112 to approve the project authorizations for Braeside, Wayne Thomas, and Sherwood Elementary Schools.

On July 17, 2018, the Board approved a Master District Architect Agreement with Wight and Co. that was developed using the standard American Institute of Architects (AIA) Agreement Form. The agreement includes a master fee schedule outlining compensation for future projects based on project type and construction costs. The attached project authorization is based upon that AIA Agreement.

The administration recommends at the February 21, 2023, Regular Board of Education Meeting that the Board approves the proposal from Wight & Co. to provide architectural and engineering services for renovations/additions to Braeside, Wayne Thomas, and Sherwood Elementary Schools.

Recommendation: Action

Roll call vote to approve the proposal from Wight and Co. in the estimated amount of \$3,598,889 plus additional, supplemental, and reimbursable services, as presented.



Mr. Jeremy Davis
Assistant Superintendent for Finance & Operations/CSBO
North Shore School District 112
1936 Green Bay Road
Highland Park, IL 60035

February 2, 2023
Revised February 9, 2023

Project Authorization Exhibit
Additions and Renovations for Sherwood, Braeside, and Wayne Thomas Elementary Schools

Dear Mr. Davis:

Wight & Company (Wight) is pleased to submit this letter to North Shore School District 112 (District) as our Project Authorization Exhibit as noted in Article 1.1 of the Master Agreement AIA Document B101-2017 "Standard Form of Agreement Between Owner and Architect" dated July 17, 2018 ("Master Agreement") to provide architectural and engineering services for additions/renovations to Sherwood, Braeside, and Wayne Thomas Elementary Schools. We have prepared our Project Authorization Exhibit in the following parts:

PROJECT UNDERSTANDING
SCOPE OF SERVICES
SCHEDULE
COMPENSATION

PROJECT UNDERSTANDING

We understand this project is to develop building additions and renovation work at Sherwood, Braeside, and Wayne Thomas Elementary Schools. Major project goals to be developed are as follows and are to be accomplished within the budget target:

- Sherwood Elementary School: One-story classroom and gymnasium addition; targeted renovations as outlined in the Phase 2 building program being considered, including accessibility, safety & security, indoor learning environment, infrastructure/technology, exterior envelope; new HVAC system; new fire suppression system; new low voltage and technology systems; various interior finish replacements; new furniture. Site improvements to include stormwater management, utility upgrades, parking and vehicular circulation modifications, and exterior paving improvements associated with the facility conditions assessments. Refer to attached Concept Floor Plans.
- Braeside Elementary School: Targeted renovations as outlined in the Phase 2 building program being considered, including accessibility, safety & security, indoor learning environment, infrastructure/technology, exterior envelope; elevator additions; new HVAC system; new fire suppression system; new low voltage and technology systems; various interior finish replacements; new furniture. Site improvements to include, parking and drive repairs associated with the facility conditions assessments. Refer to attached Concept Floor Plans.

- Wayne Thomas Elementary School: Targeted renovations as outlined in the Phase 2 building program being considered, including accessibility, safety & security, indoor learning environment, infrastructure/technology, exterior envelope; elevator additions; new HVAC system; new fire suppression system; new low voltage and technology systems; various interior finish replacements; new furniture. Site improvements to include, parking and drive repairs associated with the facility conditions assessments. Refer to attached Concept Floor Plans.

Notwithstanding the foregoing, the final scope of the project remains subject to the approval of the Owner.

Additionally, we understand that the District has engaged the Gilbane Building Company to serve as the Construction Manager (CM) for this project, therefore in the Master Agreement AIA Document B101-2017, all references to "Contractor" shall be replaced with "Construction Manager".

SCOPE OF SERVICES

Consistent with the terms and conditions of the Master Agreement AIA Document B101-2017 "Standard Form of Agreement Between Owner and Architect", dated 7/17/18, inclusive of Exhibit A – Fee Structure, *Wight will provide the following services.* To the extent there is a conflict between the services outlined herein and those outlined in the Master Agreement, the Master Agreement shall control, unless specifically clarified within this proposal.

Wight proposes the following scope of services for this assignment:

Wight & Company will provide in-house team members for Architecture, Interior Design, Mechanical, Electrical, Plumbing, Fire Protection, Structural, and FFE Design. *Civil engineering services shall be included in Basic Services provided through a sub-consultant to Wight. Supplemental Services for Landscape, Technology/AV/Security, Acoustical, and food service, and Basic Services building envelope design will be provided through sub-consultants to Wight.*

Project Kick-off, Data Collection, and Site Analysis

At the outset of the project, we shall conduct a project kick-off meeting with Owner. The following are key scope items for this phase of the project:

- Review budget, priorities, and scope of services.
- Determine any District building standards.
- Establish overall project schedule and important milestone dates requiring Owner decision.
- Building and site scope walk-thru of each school with Owner and architectural/ engineering team.

Schematic Design

The primary focus of our Schematic Design phase is to translate the project program requirements into a workable design solution. At the conclusion of this phase, we will have the following deliverables for review and approval:

- Various meetings (per school) with District Administration, teachers, staff, PTO and students to discuss the concept plans (attached) and review District's program.
- Schematic site and floor plans showing dimensions.

- Narrative describing proposed building systems: site development, exterior wall and roof construction, interior materials, structural, mechanical, electrical, plumbing and fire protection systems.
- Narrative or score card summarizing sustainable design approach.
- Initial building code review.
- Initial meeting with local municipal authorities having jurisdiction.
- Supporting materials to the District's Construction Manager to assist in their development of Schematic Design estimate of construction cost and overall budget.

Design Development

The primary focus of our Design Development phase is to build further detail from the Schematic Design. At the conclusion of this phase, we will have the following deliverables for review and approval:

- Site plan and floor plan layouts to scale.
- Diagrammatic layouts that illustrate structural, mechanical, electrical and plumbing systems
- Building sections to illustrate overall building height.
- Building exterior elevations illustrating building material selections.
- Roof plan layout to scale.
- Supporting materials to the District's Construction Manager to assist in their development of Design Development estimate of construction cost and overall budget.
- Outline specifications to identify major systems and their general level of quality.

Construction Documents

During this phase of the project, we shall prepare construction documents including the following services:

- Detailed drawings and specifications for review and approval by NSSD 112.
- Coordination of necessary permit submittals at the appropriate stage of completion based on overall project schedule parameters.
- All documents will be prepared to the necessary level to allow for permitting approval, bidding, and construction of the project scope.
- Coordination with the Construction Manager as they update the project cost estimate to maintain alignment with the project budget.
- Prepare the project manual with all technical specifications and coordinate with NSSD 112 to incorporate the Construction Managers supplemental conditions and any standard front-end bidding forms and documents.
- We will include provisions to provide early bid packages for site, concrete, steel, elevator, and demolition, as necessitated for meeting the required project schedule, in the deliverables during Design Development and Construction Document phases of the project.

Permitting and Bidding Phase Construction Phase

During this phase, we will work with NSSD 112 and the Construction Manager to provide services associated with permitting and bidding:

- Assist NSSD 112 in the acquisition of permits from the Regional Office of Education.
- Participate in up to two public meetings associated with zoning and appearance review processes.
- Issue drawings and specifications to the Construction Manager for competitive bidding.
- Attend pre-bid meetings conducted by the Construction Manager.
- Address Requests for Information and distribute any necessary addenda or clarifications throughout the bidding process.

Construction Phase

Throughout the construction process we will perform the standard professional services including the following:

- Site visits for field observation and job site meeting to become familiar with and to keep the owner informed about the progress and quality of the portion of the work completed, to occur weekly during construction.
- Review of Construction Manager's or contractor's summary application for payment to evaluate whether the work has progressed to the point indicated in the application. For this project, the Construction Manager has separate trade contractor agreements, and the Construction Manager (not Architect) will review and certify the sub-contractor/trade contractor amounts and issue certificates in such amounts for payments.
 For this project, the Construction Manager (not the Architect) will collect, and review submitted lien waivers for material and services subject to the certificates for payments and that each trade contractor is entitled to payment in the amount certified.
- Review of contractor's submittals, including shop drawings, product data and samples for conformance with the contract documents (up to three reviews of each submittal – one initial review and up to 2 resubmittal review).
- Provide responses to Requests for Information (RFI's) related to interpretation of the contract documents.
- Perform up to two (2) Substantial Completion inspections and prepare a punch list for work to be completed and corrected.
- Provide closeout documentation to the Regional Office of Education

SCHEDULE

Design phases for each project will run in staggered schedules to achieve necessary milestones for design, bidding, construction, and substantial completion. More detailed schedules and phase milestones will be developed in consultation with the District and Gilbane. The following timeframes are approximate and subject to adjustment in coordination with the District and Gilbane.

Sherwood Elementary School

Schematic Design - Construction Documents	Late April 2023 through March 2024
Bid Packages	Summer/Fall 2024
Construction Start	Fall 2024
Substantial Completion	Winter 2026

Braeside Elementary School

Schematic Design - Construction Documents	September 2023 through August 2024
Bid Packages	Summer/Fall 2024
Construction Start	January 2025
Substantial Completion	December 2025

Wayne Thomas Elementary School

Schematic Design - Construction Documents	September 2024 through September 2025
Bid Packages	Fall 2025
Construction Start	Summer 2026
Substantial Completion	Summer 2027

COMPENSATION

Refer to the attached Project Authorization Compensation Summary – Exhibit A.

We thank you for the opportunity to present this proposal for your consideration. If this proposal is acceptable to you, please signify your acceptance by signing below and returning one copy to us for our files. If you have any questions, please do not hesitate to contact Stuart Brodsky at (312) 622-4808.

Respectfully Submitted,

WIGHT & COMPANY



Stuart Brodsky, AIA, LEED AP
Principal, Education Practice



Jason Dwyer, AIA, LEED AP
President, Design & Construction

Approved by:

Signature

Date

Printed Name

Title

Attachments: Exhibit A – Project Authorization Compensation Summary
Exhibit B – Concept Floor Plans

Project Authorization Compensation Summary - Exhibit A
NSSD 112 - Sherwood, Braeside, and Wayne Thomas Elementary Schools

Initial Fee Assumption Construction Cost Basis:

(Based on February 1, 2022 conceptual estimates prepared by Gilbane)

Sherwood Elementary School Construction Cost Budget	\$23,315,000
Braeside Elementary School Construction Cost Budget	\$12,579,000
Wayne Thomas Construction Cost Budget	\$16,575,000

Item	AIA B101 Reference	Service Description	Agreed Upon Provisions	Compensation
A Basic Services (for Traditional Basic Services before adjustments to Agreement)				
A.01	3.1-3.6.6.6	Basic Services Compensation as described in Articles 3.1-3.6.6.5 of AIA B101-2017	Percentage of the Cost of Work. See Master Agreement Exhibit A - Fee Structure	<i>Initial fee assumption letter will be prepared for District review outlining fee percentages, and invoice structure, upon execution of the Project Authorization</i>
A.02	3.1.00	Civil Engineering		
A.03	3.1.6 and 4.1.1.31	Municipal, Plan Commission, Appearance Committee or Zoning Board Meetings	Assisting the District with preparation of materials and presentations and filing of documentation as required by governmental authorities. Two meetings for each elementary school are included.	
Owner and Architect will work together to fix the basic service fee as described in the Master Agreement Exhibit A - Fee Structure				
B Additional and Supplementary Services Included in Basic Services				
B.01	4.1.1.1	Programming	Work collaboratively with stakeholders including administration, teachers, staff, students, parents and community to confirm space needs and expectations align with Ravinia and Indian Trail Elementary Schools and Central Production Kitchen Concept Floor Plans.	
B.02	4.1.1.4	<i>Existing Facilities Surveys and Investigations</i>	<i>Verify existing conditions as they relate to the development of architectural and engineering design and drawings for the renovations and new additions. This effort is intended to validate and supplement the existing documentation on record from previous project drawings, and/or to confirm the BIM model that will be developed. In several instances, existing documentation is limited, or non-existent. Although field verification will not guarantee that all elements of existing construction are uncovered and identified, it will enable the design team to identify actual conditions that may deviate from prior record documents.</i>	
B.03	4.1.1.9	Landscape Design Services	Provide landscaping design to meet municipality requirements	
B.04	4.1.1.24	Sustainable Project Services	Provide project services required in applying for LEED certification if projects pursue LEED Certification	Including basic services up to and including LEED Silver applications.
B.05	4.1.1.13	<i>Conformed Construction Documents</i>	<i>Modify and update the construction document bid set to include all addenda issued during the bidding phase.</i>	
B.06	4.1.1.14	<i>As-Designed Record Drawings</i>	<i>At or near the completion of the project, the Architect and consultants will provide designed record documents, based on modifications issued after the commencement of construction. The information provided will be incorporated into CADD and delivered to the Owner for their records.</i>	

Project Authorization Compensation Summary - Exhibit A
NSSD 112 - Sherwood, Braeside, and Wayne Thomas Elementary Schools

B.07	4.1.1.26	Multiple Bid Packages	If the Construction Manager requests the Architect to produce multiple early bid packages or early-procurement packages the Architect shall notify the Owner of additional work that may be needed, and the parties may mutually agree to the extent that additional services are required. The Owner also acknowledges the complications of a multi-phase, multi-bid package project referenced in section 3.6.5.4		
B.08	4.1.1.30.3	Tree Preservation Process for City of Highland Park Requirements	Provide the Owner with assistance in in compliance with local requirements for planning, documentation, submittals and appearance at City of Highland Park meetings and hearings. If unique/significant circumstances arise, the Architect shall notify the Owner and the parties may mutually agree to the extent that additional services are required.		
C Additional and Supplementary Services Compensated in Addition to Basic Services					
C.01	4.1.1.28	Furniture, Furnishings and Equipment (FF&E) Design	Provide furniture and equipment layouts that coordinate with the overall building design and align with the student and staff needs for comfort and functionality. Additionally, under Item A1.01, as a percentage fee, Architect will provide furniture design and specifications, and documents will be prepared assisting the District to acquire furniture and equipment through national school purchasing programs. Architect will work with a District selection committee and/or other designated representatives for the project.	Fixed furniture planning fee of \$15,000 each school Sherwood, Braeside, Wayne Thomas. (Plus implementation fee for each school based on % of cost of furniture for design documents, specifications, and procurement).	\$45,000
C.02	4.1.1.30.1	Food Service Design	Provide technical assistance in the programming, selection, layout, and documentations of food service equipment; assist in the IDPH permitting process.	Fixed Fee Per School, which shall be mutually agreed upon.	
D Supplementary Services Compensated in Addition to Basic Services as Required and with authorization from District.					
D.01	4.1.1.7	Development of BIM Information Models for design services.	Provide BIM information model for design services in format for suitable to develop the project in each subsequent design phase, bidding and Construction Administration. Existing building documentation for Sherwood, Braeside, and Wayne Thomas is limited, potentially necessitating the need for a consultant to utilize laser scanning of the existing facilities and develop BIM model.	Fixed Fee Per School, which shall be mutually agreed upon.	
D.02	4.1.1.15	As-Constructed Record Drawings	Incorporate all changes into drawings and specifications made in-the-field during construction and show exact dimensions and locations of all changes.	By Construction Manager	
D.03	4.1.1.21	Telecommunication/Data Design	Required to provide programming, design and construction administration of structured cabling, audio/visual, security, low voltage communications, and access control systems.	Fixed Fee Per School, which shall be mutually agreed upon.	
D.04	4.1.1.22	Security Design	Provide evaluation and design assistance in school safety and security. Architect and Owner to agree upon Specialty Consultant.	Fixed Fee Per School, which shall be mutually agreed upon.	
D.05	4.1.1.24	Extensive Environmentally Responsible Design	Design services for LEED level higher than Silver, Grant Application assistance or Net-Zero Energy Use systems.	Hourly or fixed fee, TBD by mutual agreement.	
D.06	4.1.1.25	Fast-Track Design Services	Design services required to start project construction with early bid packages before the design is complete. (other than as stated in the Project Authorization Exhibit schedule)	Hourly	

Project Authorization Compensation Summary - Exhibit A
NSSD 112 - Sherwood, Braeside, and Wayne Thomas Elementary Schools

D.07	4.1.1.30.2	Acoustical Design	Provide assistance in the development of design concepts, architectural acoustical consulting, background noise control, and technical documents to address sound performance of learning spaces, music spaces and other areas which may require targeted acoustic design considerations.	Fixed Fee Per School, which shall be mutually agreed upon.
D.08	4.1.1.31	Municipal Planning and Zoning Board Reviews	Provide the Owner with assistance in connection with Zoning Board of Appeals and Planning Commission hearings required, including attendance at public hearings, meetings and preparation of information and documents required for approval. Attendance at two meetings per school is included per the attached AIA document.	Hourly
D.09	4.1.1.30.4	Interior Graphics	Provide graphic mural designs and specialty signage in targeted locations.	Hourly or Fixed Fee , TBD, by <i>mutual agreement</i>
D.10	4.1.1.30.5	Special Requests and General Consultation	For special requests of the Owner related to special studies, surveys and/or professional consulting services not otherwise indicated in this Compensation Summary and the Project Authorization Exhibit.	Hourly
E	Reimbursable Expenses (Per Paragraph 11.8 with additional items/clarifications noted below)			
E.01	11.8	Miscellaneous	Other reimbursable expenses as described in Section 11.8 Expense indicated is estimate.	
E.02	11.8.1.7	Photographic-realistic Renderings, Models, Digital Animations	Prepare high level, photographic quality rendered exterior illustrations and interior illustrations depicting the proposed design, utilizing color and computerized imaging. These renderings would be used for communication with the community, organizations and/or other groups as requested by the School District.	\$2,000/Illustration Physical Models and Digital "fly-around" animations Proposal provided upon request. <i>Non-photorealistic renderings prepared during the design phase are included in Basic Services</i>
E.03	11.8.1.11	Registration Fees or Certifying Agency Fees	LEED Registration and Review Fee	Direct Cost
E.04	11.8.1.12	Plan Review and Called Inspections	These services shall be provided in accordance with ISBE requirements. May be best to have Owner contract directly so Wight or the CM is not paying for outside inspections.	Wight will obtain a quote for the District from B & F Technical
E.05	11.8.1.13	Arborist Consulting and Tree Survey	Services to survey existing trees on the District school properties and prepare necessary documentation and electronic drawing files. Consult with District and Architect, prepare narratives and exhibits, and attend City of Highland Park meetings and hearings.	Wight will obtain a proposal for the District
E.06	11.8.1.14	Commissioning	Enhanced Commissioning is required by a Commissioning Agent for LEED Silver Certification and/or as required by code.	Wight will obtain a proposal for the District



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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: Approve Memorandum of Agreement - IEPA/IL Historic Preservation Officer
Regarding Alterations and New Construction for Ravinia School
Disposition: Action

Executive Summary:

Ravinia School is architecturally significant and historic. As a result, the construction we're doing is actually "negatively impacting" some of the 1913 features. As part of the IL Historic Preservation process, and as part of the mitigation strategies to offset the alterations to the historic school, Illinois has a process that we're participating in. As part of the historic construction process, D112 is working with local historians, local citizens, and an Eagle Scout on the recording and documentation of our special historic site! Part of this work will involve the restoration efforts at May Watts park (not part of the construction, but part of the historic nature of the site as well as our overall modernization and restoration efforts. With Principal Courtney Nordstrom, architects from Wight, the Superintendent (me), and the history team, we'll present a proud "recordation" of Ravinia School and we'll prominently and proudly establish a history corner at the main office of the new school.

Part of this process requires official action by the "owner" of the property (The Board) in partnership and Agreement with the state of Illinois.

Recommendation:

Voice Vote to approve the Memorandum of Agreement with the IEPA and IL Historical Preservation Officer Regarding Alterations and New Construction to Ravinia Elementary School, as presented.

**MEMORANDUM OF AGREEMENT AMONG
THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE
ILLINOIS STATE HISTORIC PRESERVATION OFFICER AND NORTH SHORE
SCHOOL DISTRICT 112
REGARDING ALTERATIONS AND NEW CONSTRUCTION TO RAVINIA
ELEMENTARY SCHOOL AT 763 DEAN AVENUE IN HIGHLAND PARK, ILLINOIS
(SHPO LOG #003080822)**

WHEREAS, North Shore School District (Owner) plans to undertake alterations and new construction at Ravinia Elementary School, 763 Dean Avenue, Highland Park (Building), and

WHEREAS, it is the Illinois Environmental Protection Agency (IEPA) position that the project requires a WPC-PS-1 Permit from the IEPA, thereby making it an Undertaking subject to review under the Illinois State Agency Historic Resources Preservation Act (20 ILCS 3420) and its implementing rules (17 IAC 4180) (Act); and

WHEREAS, IEPA has defined the Undertaking's Area of Potential Effects (APE) as alterations and new construction; and

WHEREAS, North Shore School District 112 has consulted with the Illinois State Historic Preservation Office (Office), a Division of the Illinois Department of Natural Resources (IDNR), pursuant to the Act; and

WHEREAS, the Office currently resides within the Illinois Department of Natural Resources (IDNR), and the Director of IDNR is the duly designated State Historic Preservation Officer (SHPO); and

WHEREAS, on August 31, 2022, the SHPO determined that the Building at 763 Dean Avenue is eligible for listing on the National Register of Historic Places under Criteria A and C at the local level of significance; and

WHEREAS, the SHPO has determined that the Undertaking will have an adverse effect on the Building that is eligible for the NRHP; and

NOW, THEREFORE, the Owner (North Shore School District 112), IEPA, and the SHPO agree that the Undertaking shall be implemented in accordance with the following stipulations in this Memorandum of Agreement (Agreement) in order to mitigate the adverse effects of this Undertaking to the NRHP-eligible property as a result of this project.

STIPULATIONS

I. MITIGATION

The Owner shall retain a historical contractor(s) of its choice (Contractor) who meets the Secretary of the Interior's Qualifications (36 CFR Part 61,

https://www.nps.gov/history/local-law/arch_stnds_9.htm) to complete the measures described below. Prior to the completion of the Undertaking the Owner will ensure that the following mitigation and Recordation based on Historic Illinois Buildings Survey (HIBS) guidelines are completed by the Contractor, according to Attachment 1. The Contractor must consult with the SHPO prior to the initiation of the work to ensure that expectations are understood.

A. Recordation

1. Fieldwork: Site Visit, Photography, Measurements
 - a. The Contractor and/or photographer selected by Owner in consultation with Contractor shall take or gather site, exterior, interior and detail digital images of the Building and Site. These photos should be used for reference by the Contractor in developing the architectural description.
 - b. Images must include site, elevations, distinctive exterior and interior architectural features, primary interior spaces, and representative non-primary interior spaces.
2. Recordation components shall consist of the following items.
 - a. Floorplans and elevation drawings of building in its current condition, digitally drawn, and printed drawing-size.
 - b. Digital photographs of site, exterior, interior and details.
 - c. Historic photographs.
 - d. Narrative and description: A written history and an architectural description of the Building in an illustrated narrative format.
 - e. Original and/or historic drawings: Any original and/or historic drawings of the Building scanned at a minimum of 400 dpi.
 - f. Historic images and maps: Photographic copies of illustrative historic images and maps.
 - g. CD/DVD: Digital versions of items 2. a- f will be saved on onto an archival CD/DVD
 - h. Stipulations 2 a-f will be printed single sided on regular-weight, archival (non-recycled), with 25% cotton fiber content) bonded paper.
3. Submission
 - a. Upon completion of the final documentation, the Contractor shall submit the following to the SHPO: Recordation Package in an archival clamshell and a digital version of the HIBS recordation to be displayed on the SHPO website.
 - b. Upon final approval by the SHPO and Owner, the Recordation package will be deposited in the School District's archive and

- at the Highland Park Public Library.
- c. The SHPO will deposit the recordation package with the Abraham Lincoln Presidential Library in Springfield, Illinois.

B. Additional Mitigation:

Activities and work products that will benefit the community will be generated by Owner. These activities and work products may include:

1. An area of Ravinia School dedicated to a "History corridor" with a display of artifacts, photos, drawings, remembrances and histories relevant to the history of the school district and Ravinia School,
2. Reinstalment of the historic mural from the Ravinia School library along with other displays to be determined at a later date.
3. Community outreach and collection of oral history interviews from former Ravinia School students, faculty, administrations, etc.
4. Facilitation of student activities focused on school history to include activities and art projects.

II. POST-REVIEW DISCOVERIES

As additional information is acquired on the history and architecture of Ravinia school it shall appended to the material gathered in the Recordation and archived.

III. COUNTERPARTS; FACSIMILE OR .PDF SIGNATURES

This Agreement may be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement. A facsimile or .pdf copy of this Agreement and any signatures thereon will be considered for all purposes as an original.

IV. EFFECTIVE DATE

This Agreement is effective on the date signed by all parties, the SHPO and Owner.

EXECUTION of this Agreement and the implementation of its terms evidences that the Owner, North Shore School District 112, has afforded the SHPO an opportunity to comment on the effects of the Undertaking in compliance with the Act.

[Signature Pages to follow]

**MEMORANDUM OF AGREEMENT AMONG
THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE
ILLINOIS STATE HISTORIC PRESERVATION OFFICER AND NORTH SHORE
SCHOOL DISTRICT 112
REGARDING ALTERATIONS AND NEW CONSTRUCTION TO RAVINIA
ELEMENTARY SCHOOL AT 763 DEAN AVENUE IN HIGHLAND PARK, ILLINOIS
(SHPO LOG #003080822)**

SIGNATORY

North Shore School District 112 (Owner)

Signature: _____ Date: _____

Name: _____

Title: _____

**MEMORANDUM OF AGREEMENT AMONG
THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE
ILLINOIS STATE HISTORIC PRESERVATION OFFICER AND NORTH SHORE
SCHOOL DISTRICT 112
REGARDING ALTERATIONS AND NEW CONSTRUCTION TO RAVINIA
ELEMENTARY SCHOOL AT 763 DEAN AVENUE IN HIGHLAND PARK, ILLINOIS
(SHPO LOG #003080822)**

SIGNATORY

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (IEPA)

Signature: _____ Date: _____

Name: _____

Title: _____

**MEMORANDUM OF AGREEMENT AMONG
THE ILLINOIS ENVIRONMENTAL PROTECTION AGENCY, THE
ILLINOIS STATE HISTORIC PRESERVATION OFFICER AND NORTH SHORE
SCHOOL DISTRICT 112
REGARDING ALTERATIONS AND NEW CONSTRUCTION TO RAVINIA
ELEMENTARY SCHOOL AT 763 DEAN AVENUE IN HIGHLAND PARK, ILLINOIS
(SHPO LOG #003080822)**

SIGNATORY

ILLINOIS STATE HISTORIC PRESERVATION OFFICER

By: _____ Date: _____
Carey L. Mayer, AIA
Deputy State Historic Preservation Officer
Illinois Department of Natural Resources



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NORTH SHORE

SCHOOL DISTRICT 112

Date: February 21, 2023

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Resolution 230221 Setting a Hearing to Discuss an Interfund Transfer from Educational Fund to Operation and Maintenance Fund to Capital Projects

Policy Alignment: Policy 4:10 Budget Planning

Disposition: Action

Executive Summary:

North Shore School District 112 is in need of liquidity in its Capital Projects Fund. As such, the District administration will recommend two permanent interfund transfers in the amount of \$3,000,000 this fiscal year. The administration will recommend one transfer from NSSD 112's Educational Fund to its Operations and Maintenance Fund and then another transfer from NSSD 112's Operations and Maintenance Fund to its Capital Projects Fund. These transfers will be presented to the Board in March 2023 for approval. The funds will be used to pay for the conclusion of Phase I of NSSD 112's Long Range Facilities Plan. Any excess funds left over from Phase 1 will be used later as part of the District's \$15.8 million contribution to Phase 2.

Section 17-2A of the *School Code* (105 ILCS 5/17-2A) permits permanent interfund transfers between the Educational, Operations and Maintenance, and Transportation Funds and from the Tort Immunity to the Operations and Maintenance Funds. The first recommended transfer (from the Educational Fund to the Operations and Maintenance Fund) requires a public hearing.

Administration recommends that at the February 21, 2023, Regular Board meeting, the Board adopt Resolution No. 230221, Setting A Hearing To Discuss An Interfund Transfer, and recommend that the Board approve the publishing of a legal notice, substantively per the attached draft notice, in regards to Resolution No. 230221, Setting A Hearing To Discuss An Interfund Transfer.

Recommendation:

Roll call vote to approve Resolution 23022 Setting a Public Hearing to Discuss an Interfund Transfer of \$3,000,000, and to authorize the Publishing of a Legal Notice of Hearing in regards to the Interfund Transfer, as presented.

RESOLUTION 230221

**OF THE BOARD OF EDUCATION OF
NORTH SHORE SCHOOL DISTRICT NO. 112
LAKE COUNTY, ILLINOIS**

SETTING A HEARING TO DISCUSS AN INTERFUND TRANSFER

WHEREAS, pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the Board of Education ("Board") of North Shore School District No. 112, Lake County, Illinois ("School District"), by proper resolution, may authorize the Treasurer of the School District to make interfund transfers between the Education, Operations and Maintenance, and Transportation Funds, and from the Tort Immunity to the Operations and Maintenance Fund; and

WHEREAS, the adoption of such resolution must follow a public hearing set by the Board or Board President that is preceded by 1) at least one notice, over the name of the Board Secretary or Clerk, published at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the School District, and 2) a notice, over the name of the Board Secretary or Clerk, posted at least forty-eight (48) hours before the hearing at the principal office of the School Board, or the building where the hearing is to be held *if a principal office does not exist*, with both notices setting forth the time, date, place and subject matter of the hearing; and

WHEREAS, the Board has determined that it is in the best interests of the School District to transfer money currently in the Educational Fund to the Operations and Maintenance Fund.

NOW, THEREFORE, It Is Hereby Resolved by the Board of Education of North Shore School District No. 112 as follows:

Section 1. The Board has determined that it is in the best interests of the School District to transfer the following amount between the following funds:

<u>Amount</u>	<u>Transfer From</u>	<u>Transfer To</u>
\$3,000,000	Educational Fund	Operations and Maintenance Fund

Section 2. A hearing shall be held to discuss the proposed transfer on March 14, 2023, at 7:00 p.m., in the North Shore School District 112 Board Room at 1936 Green Bay Road, Highland Park, Illinois.

Section 3. The Secretary is authorized and directed to publish notice of said hearing at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the School District and to post a notice, at least forty-eight (48) hours before the hearing, at the principal office of the School Board. Both notices shall be in substantially the following form:

NOTICE OF HEARING

NORTH SHORE SCHOOL DISTRICT NO. 112
COUNTY OF LAKE
STATE OF ILLINOIS

NOTICE IS HEREBY GIVEN that a hearing will be held on March 14, 2023, at 7:00 p.m., in the North Shore School District 112 Board Room at 1936 Green Bay Road, Highland Park, Illinois, to discuss the intention of the Board of Education of North Shore School District No. 112, Lake County, Illinois, to transfer Three Million Dollars (\$3,000,000) from the Educational Fund to the Operations and Maintenance Fund pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A).

Dated at Highland Park, Illinois, this ____ day of _____, 2023.

Melissa Itkin
Secretary, Board of Education

Section 4. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 21st day of February 2023 by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Board of Education
Alexander Brunk

ATTEST:

Secretary, Board of Education
Melissa Itkin

